



National Resource Center on Homelessness and Mental Illness

Training Resources

January 2004

*Resources listed herein are a selection of materials available on this topic. Many are available from your local library or inter-library loan. Unless otherwise noted, all other materials are available from the National Resource Center on Homelessness and Mental Illness. Photocopying charges are \$.10 per page; make checks payable to **Policy Research Associates, Inc.** If you have difficulty locating any of the materials listed in this bibliography, please contact the Resource Center at the phone number or e-mail address below.*

345 Delaware Avenue • Delmar, NY 12054

(800) 444-7415 • Fax (518) 439-7612 • E-mail nrc@prainc.com • website www.nrcmhi.samhsa.gov

Policy Research Associates, Inc., under contract to the Center for Mental Health Services

Training Resources

Order #: 1503

Authors: Addleton, R.L., Tratnack, S.A., Donat, D.C.

Title: Hospital-Based Multidisciplinary Training in the Care of Seriously Mentally Ill Patients.

Source: Hospital and Community Psychiatry 42(1): 60-61, 1991. (Journal Article: 2 pages)

Abstract: A four-week training program at a state hospital in Virginia familiarized undergraduate and graduate students in medicine, occupational therapy, pharmacy, psychiatric nursing, psychology, and social work with the range of care for chronic mentally ill patients. Designed to improve the training of mental health professionals to work in public mental health settings, the program included lectures, group discussions, field trips to community-based treatment and rehabilitation facilities, and supervised clinical experiences. Students who participated in the program reported being less discouraged about working with chronic mentally ill patients and more likely to choose careers in public psychiatric settings (authors' abstract).

Order #: 10401

Authors: Ahern, L., Fisher, D.

Title: Personal Assistance in Community Existence: A Recovery Curriculum.

Source: Lawrence, MA: National Empowerment Center, 2001. (Video/Manual: 90 minutes/34 pages)

Abstract: This package includes a PACE/Recovery guide with references and a video lecture featuring: the Empowerment Model of Recovery; PACE/recovery principles; Recovery research; and How people recover. PACE is based on the underlying principle that people recover from what is known as mental illness through voluntary forms of assistance directed by the individuals themselves. The cornerstone of this assistance is the development of trusting relationships, which in turn allows people to (re)capture their dreams and enables them to (re)gain a valued social role. In an easy to follow format, the authors review the principles of recovery which have emerged from the latest research, and illustrate how the Empowerment Model of Recovery provides both those giving and those receiving assistance with an optimistic vision of their future, and give ways to apply PACE principles in any setting where people are recovering (authors).

Available From: National Empowerment Center, 599 Canal Street, Lawrence, MA 01840, (800) POWER2U, www.power2u.org.

Order #: 9930

Authors: Allness, D., Knoedler, W.

Title: The PACT Model: A Manual for PACT Start-Up.

Source: Waldorf, MD: National Alliance for the Mentally Ill, 1998. (Manual: 347 pages)

Abstract: This manual is the first step in the implementation of the Program of Assertive Community Treatment (PACT) model in behavioral health managed care for persons with severe and persistent mental illness. The purposes of this manual are: to provide a basic understanding of the PACT model; to aid mental health administrators, team leaders, clinicians, and managed behavioral health care organizations in successful PACT team start-up and operation; and to offer minimum program standards which will ensure that PACT replications or adaptations have sufficient resources to achieve similar client outcome, program excellence, and helpful and respectful services to clients with severe and persistent mental illnesses and their families (authors).

Available From: National Alliance for the Mentally Ill, Colonial Place Three, 2107 Wilson Boulevard, Suite 300, Arlington, VA 22201, (703) 524-7600, www.nami.org.

Training Resources

Order #: 1014

Authors: Alpert, A., Greer, H.

Title: A Guide to Assessment: Working With People Who Are Homeless and Mentally Ill.

Source: New York, NY: Project HELP, 1990. (Report: 19 pages)

Abstract: This guide is an introduction to mental health and outreach workers who have not worked with homeless individuals, or who feel they need help to make on-the-street psychosocial evaluations. It is based on Project H.E.L.P., a program in New York City that works with homeless people who have mental illnesses and assesses whether they require further evaluation at a psychiatric hospital. The first section discusses how to approach clients: opening words, the rate of the interview, and team work. The next sections deal with techniques of assessment: physical/health assessment, psychiatric/mental assessment, and social assessment (authors).

Order #: 7061

Authors: Arapahoe House.

Title: Project PROUD/Homelessness Prevention Study Case Manager's Intervention Handbook.

Source: Thornton, CO: Arapahoe House, 1997. (Manual: 75 pages)

Abstract: This manual documents Arapahoe House's intensive case management homelessness prevention program. Arapahoe House successfully bid for a contract to implement and evaluate the Project to Reduce Over-Utilization of Detoxification Services (PROUD) in the state of Colorado. The model designed by Arapahoe House consists of an intensive case management intervention in which a team of case managers works in pairs or dyads with chronic users of detoxification services. These individuals are characterized by severe substance use disorders, and, in at least half the cases, serious mental illness. The population also includes those who are homeless, those at-risk of becoming homeless, and those formerly homeless. Intended outcomes of the program include reduction in subsequent use of detoxification services, and homelessness prevention. This manual describes the model itself and case management strategies used.

Order #: 11981

Authors: Barr, H.

Title: How to Help When a Person with Mental Illness is Arrested.

Source: New York, NY: Urban Justice Center Mental Health Project, 2001. (Guide: 34 pages)

Abstract: This handbook is designed for anyone concerned about a person with mental illness who is involved in the criminal justice system. Very often when mental health consumers get in trouble with the law, it is a direct result of psychiatric symptoms. When this happens, the response should be a mental health response, rather than a criminal justice response. The reality is that in New York, and nationally, enormous numbers of people with mental illness are passing through the criminal justice system, and into jails and prisons every day. A 1999 study by the federal Department of Justice found that about 16% of jail and prison inmates nation-wide, including New York, have mental illnesses. In New York City, 25% of all jail inmates require mental health services while incarcerated and about 15% of inmates in state prisons and local jails in New York have serious mental illnesses (authors).

Available From: Urban Justice Center Mental Health Project, 666 Broadway, 10th Floor, New York, NY 10012, (646) 602-5600, www.urbanjustice.org.

Training Resources

Order #: 1454

Authors: Barreira, P.J., Dion, G.L.

Title: **Training Psychiatrists in Rehabilitation Principles and Practice for Working with People with Long-Term Mental Illness.**

Source: Psychosocial Rehabilitation Journal 14(3): 93-96, 1991. (Journal Article: 4 pages)

Abstract: Psychiatrists trained in the principles and techniques of the rehabilitation of persons with psychiatric disability are unfortunately rare in their field. The authors describe a National Institute of Mental Health (NIMH) initiative to train residents to work with persons with serious long-term psychiatric disability in community-based settings. Senior faculty at the University of Massachusetts Medical School, trained in either public sector psychiatry or rehabilitation, teach and supervise residents engaged in a 2-year practicum at three community mental health centers. The benefits of this university/public sector venture have been an 80% placement rate in the public sector following graduation and a major increase in rehabilitation-based knowledge and attitudes (authors' abstract).

Order #: 1832

Authors: Bawden, E.L.

Title: **Reaching Out to the Chronically Mentally Ill Homeless.**

Source: Journal of Psychosocial Nursing and Mental Health Services 28(3): 6-13, 1990. (Journal Article: 8 pages)

Abstract: The purpose of this article is to focus on major characteristics of homeless people with mental illnesses, to identify intensive case management as a means to engage and service this population, and to show how a non-traditional approach is required for any degree of success. Case reports are provided to illustrate specific principles in working with the homeless mentally ill (author).

Order #: 8416

Authors: Becker, D.R., Drake, R.E.

Title: **A Working Life: The Individual Placement and Support (IPS) Program.**

Source: Concord, NH: New Hampshire-Dartmouth Psychiatric Research Center, 1993. (Manual: 87 pages)

Abstract: The purpose of this manual is to outline and describe a vocational service intervention that is helpful for people with severe mental disabilities. The reader should gain an overall understanding of IPS and specific information on how to set up and implement the program in a community mental health center (CMHC). The target audience of the manual is CMHC staff at all levels. (authors)

Available From: New Hampshire-Dartmouth Psychiatric Research Center, 105 Pleasant Street, Concord, NH 03301, (603) 271-5747, www.dartmouth.edu/~psychrc/.

Order #: 3241

Authors: Beigel, A., Santiago, J.M.

Title: **Redefining the General Psychiatrist: Values, Reforms, and Issues for Psychiatric Residency Education.**

Source: Psychiatric Services 46(8): 769-774, 1995. (Journal Article: 6 pages)

Abstract: This paper reviews trends in the current health care environment that influence psychiatrists' practice patterns; identifies fundamental professional values and characteristics needed by the general psychiatrist in the current environment; and proposes several reforms for psychiatric education to prepare general psychiatrists to work in that environment. According to the authors, reformed psychiatric residency curricula should include an expanded range of training settings, preparation for a variety of clinical roles, practice in developing strategies for improved service utilization, and opportunities to develop expertise in neuropsychopharmacology, to work with patients with serious mental illness, and to practice integration of psychotherapy with other core skills (authors).

Training Resources

-
- Order #: 2786**
- Authors:** Berman, M.H.
- Title:** **Working Effectively With MICA Clients in Community Residences: A Resource Guide and Manual for Users of the MICA/CR Training Video.**
- Source:** Melrose Park, PA: Mental Illness Chemical Abuse Research & Education, 1994. (Resource Guide: 93 pages)
- Abstract:** This manual supplements a video training tape on working with mentally ill chemical abusers. Together, these training materials can be used to orient new staff and/or as a supplement to ongoing clinical and managerial supervision, staff training and development. Areas covered include: psychosocial assessment, substance abuse assessment, working effectively with MICA clients and numerous case studies.
-
- Order #: 8703**
- Authors:** Beyond Shelter.
- Title:** **The "Housing First" Program for Homeless Families: Methodology Manual.**
- Source:** Los Angeles, CA: Beyond Shelter, Inc., 1998. (Manual: 158 pages)
- Abstract:** This methodology manual provides a step-by-step guide to adapting Beyond Shelter's Housing First Program, which essentially bypasses completely or limits transitional housing and instead moves families who are homeless directly to permanent housing with supportive services provided after the move. The manual is targeted to program developers, directors and front-line staff working with families who are homeless.
- Available From:** Beyond Shelter, 520 South Virgil Avenue, Los Angeles, CA 90020, (213) 252-0772, www.beyondshelter.org/aaa_the_institute/publications.shtml (COST: \$25.00).
-
- Order #: 11978**
- Authors:** Blanch, A., Prescott, L.
- Title:** **Managing Conflict Cooperatively: Making a Commitment to Nonviolence and Recovery in Mental Health Treatment Settings.**
- Source:** Alexandria, VA: National Technical Assistance Center for State Mental Health Planning, 2002. (Report: 29 pages)
- Abstract:** This report is designed to help support state mental health systems in their efforts to create and maintain behavioral health treatment environments with zero tolerance for violence, and to minimize the use of overt and subtle forms of coercion. The experts meeting that resulted in this report was designed to introduce basic concepts of conflict management and alternative dispute resolution to the mental health field, explore the potential application of these techniques to specific mental health settings and as part of an overall systems change process, and describe how this approach can provide concrete tools and assistance to states in their efforts to reduce the use of seclusion and restraint (authors).
- Available From:** National Technical Assistance Center for State Mental Health Planning, 66 Canal Center Plaza, Suite 302, Alexandria, VA 22314, (703) 739-9333, www.nasmhpd.org/ntac..
-
- Order #: 11210**
- Authors:** Blanketz, L., Robinson, S., Goldberg, M., Herbert, S., Kerlin, R.
- Title:** **The Employment Specialist Instruction Manual.**
- Source:** Philadelphia, PA: Matrix Research Institute, 1995. (Manual: 400 pages)
- Abstract:** This manual provides a hands-on guide to vocational rehabilitation (VR) for the individual with severe mental illness. It includes discussions and materials related to: engagement and motivation, using the Employment Specialist Vocational Ladder, strengthening linkages to the VR system, providing support during the VR process, and assuring the availability of long-term supports on the job, as well as thirty-eight group activities, worksheets, and research instruments.

Training Resources

Order #: 11848

Authors: Bright Futures Project.

Title: **Bright Futures in Practice: Mental Health.**

Source: Washington, DC: Bright Futures Project, 2002. (Guide/Toolkit: 21 pages)

Abstract: This publication is a two-volume set considering the mental health of children in a developmental context, presenting information on early recognition and intervention for specific mental health problems and mental disorders, and providing a tool kit with hands on tools for health professionals and families for use in screening, care management, and health education. A multidisciplinary panel of experts worked toward these consensus guidelines for mental health promotion as an integral part of child health supervision. The guidelines were developed with funding from the Health Resources and Services Administration's Maternal and Child Health Bureau and have been supported by over 50 national organizations (authors).

Available From: Bright Futures Project, Georgetown University, Box 571272, Washington, DC 20057-1272, (202) 784-9556, brightfutures@ncemch.org, www.brightfutures.org/index.html.

Order #: 685

Authors: Brookdale Center on Aging of Hunter College of the City of New York.

Title: **New York City Shelter Care Curriculum Outline on Homeless Youth, Adult, and Elderly.**

Source: New York, NY: Hunter College, 1986. (Curriculum: 77 pages)

Abstract: This series of training sessions is primarily written for shelter caseworkers or case managers. The emphasis is on understanding and working with homeless single adults with mental illnesses. Considerable information on conflict resolution and crisis intervention is included. Some sections are more complete than others: in particular, the outlines of "Linking and Networking of Services" and "Entitlements" require supplementary materials in order to be useful training sessions.

Available From: Brookdale Center on Aging, 425 East 25th Street, 13th Floor North, New York, NY 10010, (212) 481-3780, www.brookdale.org.

Order #: 588

Authors: Brown, K.S., Fellin, P.

Title: **Practice Models for Serving the Homeless Mentally Ill in Community Shelter Programs.**

Source: In Bowker, J. (ed.), *Services for the Chronically Mentally Ill: New Approaches for Mental Health Professionals*. Washington, DC: Council on Social Work, 1988. (Book Chapter: 69 pages)

Abstract: The goal of this book chapter is to help social work practitioners understand who homeless people are, what their service needs are, and how these needs are currently being met in community shelter programs. Special attention is given to how practices can be organized to better meet the needs of homeless persons who have mental illnesses with an emphasis on developing practice frameworks for social workers who are working in community-based programs serving this population (authors).

Training Resources

Order #: 2102

Authors: Bruner, C.

Title: **So You Think You Need Some Help? Making Effective Use of Technical Assistance.**

Source: New York, NY: National Center For Service Integration, 1993. (Report: 20 pages)

Abstract: This report offers states and communities practical advice on how to use of technical assistance most effectively and how to avoid some of the problems experienced by others. The ultimate purpose is to help states and communities develop technical assistance relationships and secure assistance that is responsive to the unique needs of the jurisdiction being served. It is based on the experiences of individuals who have studied and participated in service integration efforts at the state and community level. It draws from relevant business management and public administration literature on the effective use of consultants and technical assistance.

Order #: 2780

Authors: Burr, D.W., Rich, T. (eds.).

Title: **Old and Homeless: A Guide to Working With Older Homeless Adults.**

Source: Tampa, FL: Florida Mental Health Institute, University of Florida, 1993. (Resource Guide: 249 pages)

Abstract: This is a training guide for staff and volunteers working with elderly homeless individuals. Topics include: labels and social context; mental health problems; substance abuse; physical health; medications; outreach; and community resources and housing.

Available From: Florida Mental Health Institute, Department of Aging and Mental Health, 13301 Bruce B. Downs Boulevard., Tampa, FL 33612-3899, (813) 974-4602, www.fmhi.usf.edu.

Order #: 11538

Authors: Center for Community Change Housing Trust Fund Project.

Title: **A Workbook for Creating a Housing Trust Fund.**

Source: Washington, DC: Center for Community Change, 1999. (Toolkit: 75 pages)

Abstract: This workbook was written for anyone working to create a housing trust fund. While it is designed for housing advocates, all housing trust funds have required some advocacy. Thus, it should be useful for any effort to create a housing trust fund. Nearly 150 state and local governments have created trust funds to support affordable housing. This workbook explains how to assemble a proposal for a new fund and put together a campaign to get that proposal enacted. It is not intended to be comprehensive, but to provide guidelines for developing a successful housing trust fund (authors).

Available From: Center for Community Change, 1000 Wisconsin Avenue, NW, Washington, DC 20007, (202) 342-0519, www.communitychange.org/publications/workbook.pdf

Order #: 10739

Authors: Center for Mental Health Services.

Title: **Anti-Stigma Kit.**

Source: Washington, DC: Center for Mental Health Services, 2000. (Information Packet: 4 folder)

Abstract: The Substance Abuse and Mental Health Services Administration's Center for Mental Health Services has developed an Anti-Stigma Kit. The kit contains a poster with the message "Know me as a person, not by my mental illness," a fact sheet that includes stigma do's and don'ts, and brochures on hurtful words, mental illness and work, and children's mental health. The kit is intended to encourage the use of positive images about people with mental illness.

Available From: SAMHSA's National Mental Health Information Center, P.O. Box 42557, Washington, DC 20015, (800) 789-2647, www.mentalhealth.samhsa.org.

Training Resources

Order #: 12002

Authors: Center for Social Policy, University of Massachusetts Boston.

Title: **Homeless Management Information Systems: Implementation Guide.**

Source: Boston, MA: Center for Social Policy, University of Massachusetts Boston, 2002. (Guide: 144 pages)

Abstract: This guide presents a set of steps to implementing a Homeless Management Information System (HMIS), from planning through implementation, beginning with an overview which defines an HMIS, describes the benefits in relation to functional options, and introduces privacy, security, and consumer involvement issues. This guide frames the task of implementing an HMIS for a community's perspective, and asserts that implementation presents an opportunity to re-examine how homeless services are provided in a local community and to make informed decisions and develop appropriate action steps (authors).

Available From: Center for Social Policy, John W. McCormack Institute, University of Massachusetts Boston, Boston, MA 02125, (617) 287-5550, www.hud.gov/offices/cpd/homeless/hmis/implementation/implementationguide.pdf.

Order #: 8417

Authors: Center for Urban Community Services.

Title: **Guide to Common Psychotropic Medications.**

Source: New York, NY: Center for Urban Community Services, 1999. (Guide: 43 pages)

Abstract: This guide is intended to be a useful tool for information about psychotropic medications. It gives information on different types of medication including antipsychotic, antiparkinsonian, antianxiety, antidepressant, mood stabilizers, and medication used for alcoholism. It also provides medication dosage terms, general information about psychotropics, and terms related to medications and side effects.

Order #: 11111

Authors: Center for Urban Community Services.

Title: **Issues in the First Year.**

Source: New York, NY: Center for Urban Community Services, 2001. (Curriculum: 32 pages)

Abstract: This training curriculum, developed by the Center for Urban Community Services (CUCS), is for agencies to use during the first year of developing a supportive housing program. CUCS reduces homelessness, advances effective housing and service initiatives, and provides supportive services to people with mental illness, AIDS, histories of substance abuse, and other special needs. The curriculum includes a series of fact sheets, worksheets, forms, and charts CUCS developed on topics such as: things to consider when developing housing for people who are homeless; developing services in supportive housing; preparing for the first year of opening a supportive residence; supportive services planning worksheets; developing a policies and procedures manual; tips for designing house rules in supportive housing; intake considerations and procedures; engagement strategies; psychiatric decompensation and relapse; common problems in the first year, and other useful information.

Available From: Center for Urban Community Services, 120 Wall Street, 25th Floor, New York, NY 10005, (212) 801-3300, www.cucs.org.

Training Resources

Order #: 7309

Authors: Center on Budget and Policy Priorities.

Title: 1998 Earned Income Credit Campaign Kit.

Source: Washington, DC: Center on Budget and Policy Priorities, 1997. (Information Packet: 68 pages)

Abstract: This kit provides information about the Earned Income Credit Campaign. The Earned Income Credit (EIC) is a federal tax benefit for working people who earn low or moderate incomes, and can be especially vital to homeless workers, or those who were formerly homeless. Other notes of interest include: families whose earnings are too small to have paid federal income taxes can receive the EIC; workers are eligible to receive the EIC retroactively for up to three years; and very low-income workers without children may be eligible for a small EIC. This kit contains a general fact sheet, tax forms, flyers, posters, and an outreach campaign strategy guide. The EIC kit contains Spanish versions of key items, and other translations are available (authors).

Available From: Center on Budget and Policy Priorities, 820 First Street, NE, Suite 510, Washington, DC 20002, (202) 408-1080, www.cbpp.org (COST: \$3.00).

Order #: 1485

Authors: Chafetz, L.

Title: Why Clinicians Distance Themselves From the Homeless Mentally Ill.

Source: In Lamb, H.R., Bachrach, L.L., Kass, F.I. (eds.), Treating the Homeless Mentally Ill. Washington, DC: American Psychiatric Association, 1992. (Book Chapter: 13 pages)

Abstract: In public psychiatric services, particularly in the walk-in and crisis units serving the homeless population, mental health problems are often complicated by the anger, resentment, and alienation engendered by extreme poverty and isolation. The responsibility for reaching out effectively to such clients clearly rests with staff who may be overwhelmed and unprepared to deal with their social and economic needs. In this chapter, the author focuses on the problem of providing sensitive psychiatric services to homeless clients - specifically, the mutual withdrawal that occurs between disaffiliated, distrustful clients and their psychiatric caregivers (author).

Available From: American Psychiatric Association, 1000 Wilson Boulevard, Suite 1825 Arlington, Va. 22209, (703) 907-7300, www.psych.org.

Order #: 1006

Authors: Chafetz, L.

Title: Withdrawal from the Homeless Mentally Ill.

Source: Community Mental Health Journal 26(5): 449-461, 1990. (Journal Article: 13 pages)

Abstract: This article discusses the problem of providing sensitive psychiatric services to homeless clients, and examines the mutual withdrawal that occurs between disaffiliated, distrustful clients and their psychiatric caregivers. In public psychiatric services, particularly in walk-in and crisis units serving the homeless, mental health problems are often complicated by the anger, resentment, and alienation engendered by extreme poverty and isolation. The responsibility for reaching out effectively to such clients clearly rests with staff, yet providers themselves may be overwhelmed by clinical problems, unprepared to deal with social and economic needs, and finally, too demoralized to pursue what they perceive as improbable goals, or "lost causes." The author concludes by suggesting ways to support and direct clinicians working with the homeless, both through initiatives within services and more formal training programs.

Training Resources

Order #: 10876

Authors: Chamberlain, D., Gale, K.

Title: **Placemakers - A Guide to Developing Housing for Homeless People: Presentations and Materials from the U.S. Department of Housing and Urban Development's Regional Conferences on Housing for Homeless People.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 2000. (Conference Summary: 114 pages)

Abstract: In assembling this book, the authors selected presentations, stories and tools specific to the development aspect of housing for homeless people. The book does not attempt to document exactly what occurred at each of the conferences nor to reproduce all of the information presented there. Rather, the materials were selected to give an overview of the critical steps in homeless housing development and to provide tools, methods and inspiration. The majority of articles in this guide were adapted from presentations and materials presented at one or more of the five conferences. Additional materials were developed or adapted to support and complement the materials gathered. Each contribution includes a person or organization to contact for more information, and a complete list of conference presenters can be found in the resources chapter (authors).

Available From: U.S. Department of Housing and Urban Development, 451 7th Street S.W., Washington, DC 20410, (202) 708-1112, <http://170.97.67.13/offices/cpd/homeless/library/placemakers/index.cfm>

Order #: 2642

Authors: Chappel, J.N.

Title: **Training of Residents and Medical Students in the Diagnosis and Treatment of Dual Diagnosis Patients**

Source: Journal of Psychoactive Drugs 25(4): 293-300, 1993. (Journal Article: 8 pages)

Abstract: Treatment of patients with co-occurring serious mental health and substance use disorders requires simultaneous treatment of the addictive and the mental disorders. Available data suggest that this does not happen often. In a survey of several psychiatric services, the unit chiefs reported that dual diagnoses were underreported, no plans were present for combined treatment, families were infrequently involved, and few referrals were made for combined treatment. According to the author, there is a need for competent, experienced clinicians to train psychiatry residents and medical students in the treatment of dual disorders. The training of addiction and mental health professionals must include cooperation, understanding, and respect for each other. Some examples of training with regard to referrals, prescribing, and psychotherapy are presented (author).

Order #: 3021

Authors: CMHE Consultants in Human Services.

Title: **The Mentally Ill Substance Abusing Person.**

Source: Philadelphia, PA: The Medical College of Pennsylvania, 1990. (Curriculum: 100 pages)

Abstract: This curriculum provides a comprehensive training for the treatment of persons with co-occurring mental health and substance use disorders. A technical assistance and consulting component are included, as well as content outlines, supportive materials and relevant articles.

Training Resources

-
- Authors:** Coalition on Addiction, Pregnancy, Parenting.
- Title:** **Gender-Specific Substance Abuse Treatment.**
- Source:** Alexandria, VA: National Women's Resource Center for the Prevention and Treatment of Alcohol, Tobacco, and Other Drug Abuse and Mental Illness, 1997. (Report: 42 pages)
- Abstract:** This resource packet is intended to guide policy makers and practitioners in the future development and improvement of needed services for women. As women continue to be underserved in both drug and alcohol prevention and treatment programs, there is a growing need for more attention to the specific needs of women. Four major frameworks provide the underlying structure for this resource package: a life cycle perspective; an approach which is grounded in women's experiences; an integrated, multi-focused model in which prevention and treatment, mental health and substance abuse, diverse groups of women, and a variety of social contexts and women's issues are linked in a holistic approach to prevention and treatment; and a prevention and treatment approach which builds on women's strengths and competencies.
-
- Order #: 7041**
- Authors:** Cohen, M., Nemec, P., Farkas, M.
- Title:** **Case Management: A Person-Oriented Approach.**
- Source:** Boston, MA: Boston University Center for Psychiatric Rehabilitation, 1989. (Curriculum: 206 pages)
- Abstract:** This is a six-module training curriculum for case management of people with mental illnesses based on a psychiatric rehabilitation framework. Each module includes a detailed trainer's guide, transparencies and a workbook containing information, case examples, and exercises for trainees. In addition, each module is accompanied by a videotape in which case management techniques with actual clients are demonstrated.
- Available From:** Center for Psychiatric Rehabilitation, 940 Commonwealth Avenue West, Boston, MA 02115, (617) 353-3549, www.bu.edu/cpr/jobschool. (COST: \$360.00 for six modules with videotapes plus shipping)
-
- Order #: 687**
- Authors:** Cohen, M.B.
- Title:** **Social Work Practice with Homeless Mentally Ill People: Engaging the Client.**
- Source:** Social Work 34(6): 505-509, 1989. (Journal Article: 5 pages)
- Abstract:** In this article, the author reviews the literature and develops an empowerment-oriented approach to engaging homeless mentally ill individuals in services. Specific engagement strategies include making a direct offer of service and providing voluntary services that meet clients' perceived needs. The author argues that homeless mentally ill individuals can be helped most effectively if they can control the helping process. She recommends practice strategies that encourage clients to participate fully in identifying needs, determining goals, and setting the terms of the helping process.
-
- Order #: 717**

Training Resources

Order #: 7441

Authors: Cohen, N.L., McQuiston, H., Albert, G., Edgar, J., Falk, K., Serby, M.

Title: **Training in Community Psychiatry: New Opportunities.**

Source: Psychiatric Quarterly 69(2): 107-116, 1998. (Journal Article: 10 pages)

Abstract: This article describes the impact on training that accompanied an assignment of senior psychiatry residents to work one-half day each week for six months at a community-based agency concerned with the care of persons with severe and persistent mental illness who were formerly homeless. Psychiatry residents worked at one of five supportive housing facilities in New York, and residents and staff of the community agencies were surveyed following the completion of the assignment. The response from the communities agencies was enthusiastic, noting improvements in availability of service to clients and quality of care. Psychiatric residents expressed satisfaction with the time spent at community agencies and remarked on the gratification of seeing patients recover from homelessness to relatively stable, community-based lives.

Order #: 13275

Authors: Community Connections.

Title: **First Step: On the Path to Benefits for People who are Homeless.**

Source: Gaithersburg, MD: Community Connections, 2004. (Toolkit: 23 pages)

Abstract: This toolkit, which includes a cd-rom, brochure, 22 fact sheets and an evaluation form, was designed for case managers, outreach workers, and others to use when assisting clients who are homeless with accessing federal mainstream benefit programs. The programs covered in this toolkit include food stamps, Medicaid, Medicare, One-Stop Career Center System, Social Security, Social Security Disability Insurance, State Children's Health Insurance Program, Supplemental Security Income, Temporary Assistance for Needy Families, Veterans Affairs Compensation, and Veterans Affairs Health Care. Combining time-saving tips from the field with interactive tools, the authors make applying for and accessing mainstream benefits easy (authors).

Available From: Community Connections, P.O. Box 7189, Gaithersburg, MD 20898, (800) 998-9999, www.comcon.org.

Order #: 13355

Authors: Community Connections.

Title: **Men's Trauma Recovery and Empowerment Model (M-TREM): A Clinician's Guide to Working With Male Trauma Survivors in Groups.**

Source: Washington, DC: Community Connections, 2001. (Guide: 47 pages)

Abstract: This manual guides group leaders through a 24 session trauma recovery process for male survivors. In part one group members develop a shared emotional and relational vocabulary. Part two focuses more specifically on abuse and the connections between trauma and psychological symptoms, addictive behavior and relationship patterns. Part three focuses most directly on core recovery skills (authors).

Available From: Community Connections, 801 Pennsylvania Avenue, SE Suite 201, Washington DC 20003, (202) 608-4735, www.communityconnectionsdc.org/publications.htm (COST: \$12.00)

Training Resources

Order #: 8910

Authors: Connery, L.

Title: Homelessness Prevention: A Family Intervention Model. A Descriptive Manual.

Source: Lynwood, CA: Barbour and Floyd Medical Associates, 1998. (Manual: 65 pages)

Abstract: This manual presents a homeless prevention model for a family-based intervention for families who have a mentally ill member. It was designed within the framework of an Integrated Services Agency (ISA) in South Central Los Angeles. This model is an "in vivo" family intervention that treats clients' homes as the most effective venue for achieving long-term positive outcomes. The agency brings together psychiatrists, licensed psychiatric technicians, social workers, substance abuse specialists, and case coordinators into a comprehensive team offering 24-hour service to clients. Through a five-step process of engagement, assessment, service plan development, monitoring and role provision, the clients' families experience family psychoeducation, support, respite and skills development. Also examined are the services for mentally ill individuals with a co-occurring substance use disorder, coping mechanisms for dealing with mental illness in other family members, and methods for families to reconnect effectively with their community.

Order #: 6197

Authors: Connors, C. (ed).

Title: MICA Skill Development Curriculum.

Source: Piscataway, NJ: MICA Advisory Committee, 1994. (Curriculum: 4 sections)

Abstract: This document contains 12 training sessions that will provide a continuum of training for MICA service providers. This MICA skill development curriculum offers additional training in MICA treatment and developing networking communities. The method of instruction for each training session is described in the curricula.

Available From: Illinois MISA Institute, 7230 Arbor Drive, Tinley Park, IL 60477, (708) 614-4798, www.illinoismisainstitute.org

Order #: 8891

Authors: Copeland, M.E., Harris, M.

Title: Healing the Trauma of Abuse: A Women's Workbook.

Source: Oakland, CA: New Harbinger Publishers, 2000. (Guide: 406 pages)

Abstract: This workbook is a practical, step-by-step guide through the recovery and healing process for women who have experienced sexual, emotional, or physical abuse in childhood and/or adulthood. The workbook is based on an approach to trauma recovery developed by Maxine Harris and clinicians at Community Connections, a private not-for-profit mental health agency in Washington, D.C. The community of women who developed the model included some who had experienced trauma themselves.

Available From: New Harbinger Publications, 5674 Shattuck Avenue, Oakland, CA 94609-1662, (800) 748-6273, www.newharbinger.com. (COST: \$19.95)

Training Resources

Order #: 8385

Authors: Curtis, L.C., Hodge, M.

Title: Old Standards, New Dilemmas: Ethics and Boundaries in Community Support Services.

Source: Psychosocial Rehabilitation Journal 18(2): 13-33, 1994. (Journal Article: 21 pages)

Abstract: The authors state that the advent of community support services, with its strong consumer-oriented philosophy and non-traditional, often quite public methods of delivering services, challenges some of the lines that have traditionally been drawn between "professional" and "unprofessional" behavior. While traditional codes of ethics provide a great deal of guidance, sometimes they do not adapt well to the unique nature of progressive community supports services. This challenge is compounded by the changing nature of community support services, partnership and empowerment as values components of helping relationships, social and community integration as a desired service outcome, and consumers. This article explores some of these dilemmas and offers guidelines for consideration when making decisions regarding service ethics and relationship boundaries in community support services. (authors)

Order #: 1022

Authors: Diamond, R.J., Stein, L.I., Susser, E.

Title: Essential and Nonessential Roles for Psychiatrists in Community Mental Health Centers.

Source: Hospital and Community Psychiatry 42(2): 187-189, 1991. (Journal Article: 3 pages)

Abstract: The authors offer their thoughts about what they consider to be essential and nonessential but highly desirable roles for psychiatrists in the Community Mental Health Center (CMHC) setting. The essential roles for the psychiatrist in the CMHC include medical expert and legal or medical authority. The nonessential but desirable roles include assessor, generalist, teacher, and scholar. The authors conclude that although many of the roles can be filled by other professionals, some roles, particularly those with medical and legal ramifications, make the psychiatrist a needed part of CMHC staff.

Order #: 1687

Authors: Engstrom, K., Brooks, E.B., Jonikas, J.A., Cook, J.A., Witheridge, T.F.

Title: Creating Community Linkages: A Guide to Assertive Outreach for Homeless Persons with Severe Mental Illness.

Source: Chicago, IL: Thresholds National Research and Training Center on Rehabilitation and Mental Illness, 1991. (Report: 90 pages)

Abstract: This manual was designed to teach case managers assertive community outreach techniques for working with persons who have mental illnesses and are homeless. Topics addressed include: qualities needed in an outreach worker, features of mental illness, the Total Team Approach, community support systems, and cultural relevance in treatment. Also included is an annotated bibliography of homelessness and mental illness.

Available From: National Research and Training Center on Rehabilitation and Mental Illness, 104 S. Michigan Avenue, Suite 900, Chicago, IL 60603, (312) 422-8180. (COST: \$17.65)

Training Resources

Order #: 12001

Authors: Falk, K., Albert, G.

Title: **Treating Mentally Ill Homeless Persons: A Handbook for Psychiatrists.**

Source: New York, NY: Project for Psychiatric Outreach to the Homeless, Inc., 1998. (Guide: 71 pages)

Abstract: This book discusses the thousands of people who are homeless with a mental illness in New York City, and go without treatment. The authors describe that without treatment, these individuals remain paranoid, apathetic, unable to think clearly, self-destructive, or at the mercy of terrifying delusions and hallucinations. The authors suggest that perhaps, because traditional outpatient services have proved inadequate, some psychiatrists and public policy makers believe that outpatient treatment of people who are homeless is very difficult or even impossible. According to the authors, people who are homeless with a mental illness are in a downward spiral created by the interactions of poverty, mental illness, and the scarcity of accessible and appropriate outpatient psychiatric services. The purpose of outreach is to add an ingredient to their treatment which is now missing and which is necessary for changing the course of what happens to them. This book is based on the authors' experience with people who are homeless with mental illness in New York City.

Available From: Project for Psychiatric Outreach to the Homeless, Inc., Bowling Green Station, P.O Box 876, New York, NY 10274, (212) 579-2650, www.ppoh.org.

Order #: 1214

Authors: Finch, E.S., Krantz, S.R.

Title: **Low Burnout in a High-Stress Setting: A Study of Staff Adaptation at Fountain House.**

Source: Psychosocial Rehabilitation Journal 14(3): 15-26, 1991. (Journal Article: 12 pages)

Abstract: In the face of significant stressors occasioned by the needs of people with chronic mental illness and the ideological structure at Fountain House, staff members at Fountain House, a psychiatric rehabilitation facility in New York, have long tenures and display fewer symptoms of burnout than other providers. This study identifies staff methods for adapting to stress and methods for reframing stressors as positive features. This study describes the program's ideological structure which creates staff commitment to the model and to the mentally ill, and which produces a sense of personal accomplishment and satisfaction. Implications of these findings and needs for further research are discussed.

Order #: 7740

Authors: Fisk, D., Rakfeldt, J., Heffernan, K., Rowe, M.

Title: **Outreach Workers' Experiences in a Homeless Outreach Project: Issues of Boundaries, Ethics, and Staff Safety.**

Source: Psychiatric Quarterly 70(3): 231-246, 1999. (Journal Article: 16 pages)

Abstract: Mental health professionals and researchers have emphasized the importance of conducting outreach to locate homeless persons with mental illness, and of creatively engaging these persons into a therapeutic relationship. These outreach and engagement activities raise challenging issues in the areas of client-staff boundaries, professional ethics, and staff safety. While several issues in each of these three key areas have received attention in the growing literature on homelessness, certain issues within each area remain unexplored. The authors draw from the street experiences of outreach staff in the ACCESS demonstration program, a federally funded homeless outreach project, to further explore each of these areas, and suggest that experiences of outreach workers are essential in shaping and redefining work activities in these, and other important areas (authors).

Training Resources

Order #: 8907

Authors: Fleischer, W., Dressner, J., Herzog, N., Hong, A.

Title: **Keeping the Door Open: A Guide for Employment Programs Serving People with Drug Problems. Part I: For Managers.**

Source: New York, NY: Corporation for Supportive Housing, 2001. (Guide: 46 pages)

Abstract: This three-part guide offers employment program managers and staff encouragement, strategies and tips for serving people with drug problems. The guide is divided into three volumes. Volume I is written with managers in mind. It focuses on the systems needed to train, manage, and support staff in a program serving people with drug problems. It includes ideas for establishing program rules and a system to refer clients to treatment. It also includes both the federal policy restrictions and funding sources for working with people with drug problems.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org

Order #: 8908

Authors: Fleischer, W., Dressner, J., Herzog, N., Hong, A.

Title: **Keeping the Door Open: A Guide for Employment Programs Serving People with Drug Problems. Part II: For Program Staff.**

Source: New York, NY: Corporation for Supportive Housing, 2001. (Guide: 74 pages)

Abstract: This three-part guide offers employment program managers and staff encouragement, strategies and tips for serving people with drug problems. The guide is divided into three volumes. Volume II is targeted to employment program staff. It covers basic information about drug addiction and treatment and offers tips for working with people including sample dialogues and forms.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org

Order #: 8909

Authors: Fleischer, W., Dressner, J., Herzog, N., Hong, A.

Title: **Keeping the Door Open: A Guide for Employment Programs Serving People with Drug Problems. Part III: For Programs in Public Housing.**

Source: New York, NY: Corporation for Supportive Housing, 2001. (Guide: 43 pages)

Abstract: This three-part guide offers employment program managers and staff encouragement, strategies and tips for serving people with drug problems. The guide is divided into three volumes. Volume III is focused on employment programs operating in public housing. It discusses the related housing policies and regulations and some of the challenges and opportunities provided by the public housing context. This section also lists relevant public funding streams.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org

Training Resources

-
- Authors:** Freddolino, P.P., Heaney, C.A. **Order #: 1707**
- Title:** **Staffing Issues in Group Homes for People Labeled Mentally Ill: An Empirical Investigation of Job Satisfaction and Intention to Quit.**
- Source:** Adult Residential Care Journal 6(2): 115-129, 1992. (Journal Article: 15 pages)
- Abstract:** Data from 186 direct care staff and home managers working in 32 group homes for people labeled mentally ill provide the means for an analysis and discussion of two staff issues important to all residential care settings: job satisfaction and intention to quit. The independent variables include measures of the perceived quality of work relationships, perceived social support and social undermining, group problem-solving strategies, home climate, and several others. The results show that while receiving social support is associated with greater job satisfaction, intention to quit is associated with the presence of social undermining from coworkers and provider agencies. Application of the findings to training and staff development activities is discussed (authors).
-
- Authors:** Garrett, G., Schutt, R. **Order #: 698**
- Title:** **Working with the Homeless: A Video Based Training Manual (Third Edition).**
- Source:** Boston, MA: University of Massachusetts, Boston, 1990. (Video/Manual: 56 minutes)
- Abstract:** This video-based training module presents materials for use as basic training of those who work with homeless people and those who seek to understand their problems and needs. New shelter employees, volunteers, staff in related service agencies, as well as citizens concerned with the plight of homeless people can benefit from this module. The manual is designed as a companion to the video program. The overall training objectives of the module are: (1) to describe the general causes of homelessness and the diverse problems of homeless people; (2) to increase understanding of how shelters help to meet the needs of homeless people; and (3) to improve the ability of staff at shelters and related agencies to respond to common emergencies presented by their clients (authors).
- Available From:** Center for Communications Media, University of Massachusetts/Boston, 100 Morrissey Blvd., Boston, MA 02125-3393, Attention: John Jessoe/CCM (617) 287-5981. (COST: \$44.00).
-
- Authors:** Gleicher, H.B., McGee, K., Savarese, M., Kennedy, A. **Order #: 1545**
- Title:** **Staff Organization, Retention, and Burnout.**
- Source:** In Brickner, P.W., Scharer, L.K., Conanan, B.A., Savarese, M., and Scanlan, B.C. (eds.), Under the Safety Net: The Health and Social Welfare of the Homeless in the United States. New York, NY: W.W. Norton & Company, 1990. (Book Chapter: 9 pages)
- Abstract:** This chapter discusses the staffing policies of the Health Care for the Homeless Projects, including the use of interdisciplinary teams to provide care. Criteria to be considered during staff selection are presented. The conditions that lead to staff burnout and methods of preventing burnout are discussed.

Training Resources

Order #: 2454

Authors: Goldman, C.R., Brown, D.B., Thompson, K.S.

Title: **Community Psychiatry Training for General Psychiatry Residents: Results of a National Survey.**

Source: Community Mental Health Journal 29(1): 67-76, 1994. (Journal Article: 10 pages)

Abstract: Through its residency training committee, the American Association of Community Psychiatrists (AACCP) surveyed residency training programs throughout the country. The survey's objective was to learn what training programs were currently in place to prepare psychiatrists for work in community or public settings, which serve traditionally underserved populations. This article summarizes the results of that survey and offers suggestions for further steps needed to improve residency training curricula and to address the need for well qualified psychiatrists to choose careers in community psychiatry (authors).

Order #: 1143

Authors: Hall, L.K.

Title: **Homelessness: A Model for Mental Health Intervention.**

Source: Administration and Policy in Mental Health 18(6): 451-454, 1991. (Journal Article: 4 pages)

Abstract: This article presents a model for the organizational development of emergency shelters. The author outlines components of the model; specifically, strategies for reducing staff burnout, and training, staff development, and consultation programs designed to assist shelter staff in identifying mental health needs among the homeless and networking for mental health services in the community.

Order #: 7905

Authors: Harris, M.

Title: **Trauma Recovery and Empowerment: A Clinician's Guide for Working with Women in Groups.**

Source: New York, NY: The Free Press, 1998. (Book: 413 pages)

Abstract: This manual presents a clear guide for clinicians on how to proceed with recovery and empowerment work for women who have experienced trauma. Developed by staff at Community Connections in Washington, D.C., this model of recovery includes: (1) basic education about physical and sexual abuse; (2) reframing of current symptoms as attempts to cope with unbearable trauma; (3) appreciation of the problem-solving attempts locked in certain behaviors; (4) education focused on skills of self-regulation, boundary maintenance, and communication; (5) education about female sexuality; (6) creation of a healing community; (7) rediscovery and reconnection to lost memories, feelings and perceptions; (8) opportunity for women to experience a sense of competence and resolution; (9) opportunity for women to trust their own perceptions about reality and to receive validation from others for those correct perceptions.

Order #: 26

Authors: Haus, A. (ed.)

Title: **Working with Homeless People: A Guide for Staff and Volunteers.**

Source: New York, NY: Columbia University Community Services, 1994. (Book: 116 pages)

Abstract: This handbook provides basic knowledge and information for working with homeless people, primarily in shelters or meal programs. The book is aimed at volunteers and staff who are not professionally trained and may have had little or no previous contact with homeless people. The chapters address issues such as working with families who are homeless, mental illness among homeless people, and securing entitlements. It is written in simple, straightforward language and provides excellent suggestions for handling challenging situations. While some of the information is specific to New York State, shelter and meal program providers everywhere will find this a useful addition to their training programs for volunteers and non-professional staff.

Available From: Columbia University Community Services, 635 West 115th St., New York, NY, (212) 280-5746, <http://neighbors.columbia.edu>. (FREE)

Training Resources

-
- Authors:** Henry Street Settlement.
- Title:** **Homeless Family Shelter Management Training Project.**
- Source:** New York, NY: Henry Street Settlement, 1990. (Curriculum: 7 parts)
- Abstract:** This is a series of seven trainers' manuals for one-day workshops on family shelter management and direct services. The manuals include both introductory and advanced material and are aimed at administrators, staff and volunteers of shelters and agencies serving homeless families. The material generally falls into three categories: planning and management techniques; intervention strategies for use with clients; and knowledge of the societal and personal conditions involved in persistent family homelessness. The seven topics include: Understanding Homelessness, Task-Centered Problem Solving, Casework Strategies, Conflict Intervention, Programming for Permanent Housing, Working with Groups in Family Shelters, and Planning and Management of Services for Family Shelters. The curriculum consists of lectures, group discussions, written exercises, handouts, and role playing.
-
- Order #: 692**
- Authors:** Henry Street Settlement.
- Title:** **Training Program for Shelter Managers, Staff and Volunteers.**
- Source:** New York, NY: Henry Street Settlement, 1987. (Curriculum: 2 parts)
- Abstract:** This comprehensive two-part training curriculum on serving homeless families includes a notebook containing information for trainees and a well-organized training guide for trainers. It was developed to train managers, staff and volunteers of family shelters; much of it seems aimed at a fairly well-educated, sophisticated audience. The training program emphasizes skills in family shelter development and administration, with information also included on relating effectively to homeless persons, social services intervention, advocacy, and entitlements. The curriculum consists of lecture materials, role plays, small group discussions, and group exercises.
-
- Order #: 693**
- Authors:** Hodge, M., Giesler, L.
- Title:** **Case Management Practice Guidelines for Adults with Severe and Persistent Mental Illness.**
- Source:** Ocean Ridge, FL: The National Association of Case Management, 1997. (Guide: 82 pages)
- Abstract:** This guide was developed to provide guidelines for administrators and practitioners in behavioral health care on best practices in case management. The guide discusses the development process for the guidelines. It also provides an in-depth look at admission criteria and assessment tools for case management and case management practice guidelines.
-
- Order #: 6961**

Training Resources

Order #: 8849

Authors: Hoge, M.A., Jacobs, S.C., Belitsky, R.

Title: **Psychiatric Residency Training, Managed Care, and Contemporary Clinical Practice.**

Source: Psychiatric Services 51(8): 1001-1005, 2000. (Journal Article: 5 pages)

Abstract: The authors state that managed care has transformed the health care environment that residents encounter on completion of their training. Unfortunately, residency education has not kept pace with changes in the field, leaving graduates inadequately prepared. The authors identify necessary changes in the residency training tasks of instilling values, imparting required knowledge, building core skills, selecting appropriate training sites, and offering a diversity of instructors and supervisors. They also discuss the obstacles that have impeded the evolution of academic clinical services and clinical training. The authors suggest strategies of change that may lead to more relevant educational programs that provide residents with a balanced perspective on the strengths and weaknesses of both traditional and contemporary approaches to delivering care.

Order #: 7076

Authors: Homeless Health Care Los Angeles.

Title: **Technical Assistance Handbook for Homeless Service Providers.**

Source: Los Angeles, CA: Homeless Health Care Los Angeles, 1997. (Guide: 71 pages)

Abstract: This handbook can be used as a guide for developing or revising an agency's own written policies and procedures. It consists of six sections: intake; confidentiality; employee policies; health and safety; mental health; and substance use. Each section contains sample policies, procedures, guidelines and actual forms. While these policies are only recommendations, an attempt has been made to indicate the existence of laws and regulations that are pertinent to the operation of social service agencies.

Available From: Homeless Health Care Los Angeles, 2330 Beverly Blvd., Los Angeles, CA 90057, (213) 744-0724, www.hhcla.org/pdf/tahandbook.pdf (COST: \$10.00.).

Order #: 12185

Authors: Homes for the Homeless.

Title: **The American Family Inn Handbook: A How To Guide.**

Source: New York, NY: Homes for the Homeless, 2003. (Book: 139 pages)

Abstract: This report is a first ever collection detailing over fifteen years worth of Homes for the Homeless' experience running shelters and programs for homeless families and children. Readers will find out what makes the American Family Inn work for over 1,100 families and over 2,500 children each year so that they maintain housing, take steps toward higher education, find employment, and succeed in school. Strategies for adapting the size, staff and scope of an inn are included, as well as methods for funding and evaluating programs. Whether readers are service providers, teachers, government officials, community leaders, or concerned citizens from the public, private or non-profit sector, this handbook will prove useful.

Available From: Homes for the Homeless, The Institute for Children and Poverty, 36 Cooper Square, 6th Floor, New York, NY 10003, (212) 529-5252, www.homesforthehomeless.com/booksframe.html

Training Resources

-
- Order #: 1285**
- Authors:** Interagency Council on the Homeless.
- Title:** **Reaching Out: A Guide for Service Providers.**
- Source:** Washington, DC: Interagency Council on Homelessness, 1991. (Report: 40 pages)
- Abstract:** This is a practical, hands-on guide designed to help service providers: (1) understand the characteristics and service needs of homeless persons who live in a wide range of public settings; (2) plan and administer a local outreach effort; and (3) explore innovative strategies to provide outreach and other needed services.
- Available From:** National Resource Center on Homelessness and Mental Illness, Policy Research Associates, Inc., 345 Delaware Avenue, Delmar, NY 12054, (800) 444-7415, www.nrchmi.samhsa.gov.
-
- Order #: 2118**
- Authors:** Interagency Council on the Homeless.
- Title:** **Volunteer? What Difference Does It Make?**
- Source:** Washington, DC: The Interagency Council on Homelessness, 1990. (Brochure: 16 pages)
- Abstract:** This booklet describes how volunteers can play an important role in helping to turn programs into reality. This booklet discusses the opportunities available to assist the homeless and suggests that volunteering does make a difference, that one person can positively affect the well-being of another (author).
- Available From:** Interagency Council on the Homeless, 451 Seventh Street SW, Suite 2100, Washington, DC 20410, (202) 708-1216, www.ich.gov.
-
- Order #: 9908**
- Authors:** Jacobs, U., Newman, G.H., Burns, J.C.
- Title:** **The Homeless Assessment Program: A Service Training Model for Providing Disability Evaluations for Homeless, Mentally Ill Individuals.**
- Source:** Professional Psychology: Research and Practice 32(3): 319-323, 2001. (Journal Article: 5 pages)
- Abstract:** This article introduces a model of providing psychological assessments for homeless, mentally ill individuals by supervised student examiners; a model that could be replicated by other psychologists and training institutions. The authors agree that there may be a large number of adults who are homeless and who suffer from disabling mental conditions but who are not properly diagnosed and, therefore, do not qualify for benefits. Many of the nation's people who are homeless suffer from unrecognized mental illness and do not have access to the kind of disability benefits they would be entitled to when properly assessed. The current system of disability evaluations for Social Security income claims is frequently inadequate and leaves these individuals without any source of income, health insurance, and mental health treatment. The authors propose that the model presented can help to fill a gap in services and may serve as a model of socially relevant clinical training (authors).

Training Resources

Order #: 3153

Authors: Johnson, M.

Title: The Library as a Resource for Decision Making in Mental Health Care.

Source: Psychiatric Services 46(5): 493-495, 1995. (Journal Article: 3 pages)

Abstract: This study sought to determine whether or not mental health practitioners make changes in specific areas of client care as a result of information obtained from library literature searches. A ten-question survey was distributed to 350 mental health professionals who had requested at least one computerized literature search from a library affiliated with a state institute of mental health during an eight-month period. A total of 70.5% of survey respondents made one or more changes in their approach to patient care after reviewing the information obtained through the search. The author contends that access to the wide range of research and experience embodied in the published literature is a valuable adjunct to the mental health professional's training (author).

Order #: 7790

Authors: Jones, A.B.

Title: Harm Reduction: Helping Homeless Drug Users Stay Healthy

Source: Calverton, MD: Macro International, Inc., April 30, 1998. (Presentation: 26 pages)

Abstract: The purpose of this presentation was to help participants: (1) understand the pros and cons of harm reduction; (2) learn harm reduction techniques; (3) examine strategies of working with active drug users; (4) examine treatment alternatives for active drug users; and (5) examine evaluation and research of harm reduction efforts. Included is the article, "Harm Reduction Protocol: The Minneapolis Experience" and a bibliography.

Available From: Macro International, Inc., 11785 Belville Drive, Calverton, MD 20705-3119, (301) 572-0200, www.macroint.com.

Order #: 8853

Authors: Jorgensen, J., Schmook, A.

Title: Offices of Consumer Affairs: A Pathway to Effective Public Mental Health Services.

Source: Alexandria, VA: National Technical Assistance Center for State Mental Health Planning, 2000. (Manual: 43 pages)

Abstract: In this article, the authors state that one of the most effective strategies for ensuring that consumers have a voice in public mental health policymaking, planning, and service provision is to establish an Office of Consumer Affairs (OCA) within a state mental health agency. Twenty-six states currently have an OCA. This manual is designed to encourage state mental health agencies to establish OCAs, to explain their purpose and functions, and to provide guidance on how to go about creating an office and hiring an OCA director. The manual can also serve as a guidebook for new OCA directors and their staff and provide information for assessing the office's effectiveness.

Available From: National Technical Assistance Center for State Mental Health Planning, 66 Canal Center Plaza, Suite 302, Alexandria, VA 22314, (703) 739-9333, www.nasmhpd.org/ntac.cfm.

Training Resources

Order #: 8722

Authors: Kelly, J.F., Beuhlman, K., Caldwell, K.

Title: Training Personnel to Promote Quality Parent-Child Interaction in Families Who Are Homeless

Source: Topics in Early Childhood Special Education 20(3): 174-185, 2000. (Journal Article: 12 pages)

Abstract: This study was designed to train parent-child advocates servicing parents who are homeless and their children (up to three years old) in providing one-on-one early intervention to facilitate healthy parent child interactions and evaluate the impact of training on the quality of parent-child interactions in the intervention setting. Four advocates were trained over a 20-week period. All advocates reported increases in knowledge and competence levels about ways to provide support to parents, knowledge of children's early interactive behaviors, and ability to provide feedback to parents to promote the parent-child relationship. Observations revealed that advocates increased their use of positive, contingent, and instructive feedback to parents about their interactions with their young children. Finally, the mother's behavior changed from pre- to post-intervention; mothers receiving intervention became more contingent, social-emotional growth fostering, and stimulating in their interactions with their children. The results and the need for further research are discussed.

Order #: 12405

Authors: Kraybill, K.

Title: Creating and Maintaining a Healthy Work Environment: A Resource Guide for Staff Retreats.

Source: Nashville, TN: Health Care for the Homeless Clinicians' Network, 2003. (Guide: 60 pages)

Abstract: This resource guide offers a menu of themes and activities relevant to creating a healthy work environment. Because retreats need to be planned with an organization's specific context and needs in mind, this resource is not written as a recipe to be followed precisely. Instead, it offers ideas and themes to stimulate thinking so that the retreat might best serve the needs of the organization. This guide is written primarily with a day-long staff retreat in mind, and includes a retreat planning and evaluation segment, which reviews the planning steps and offers tips for conducting successful retreats, and a retreat content section-questions and activities, which is focused on key questions for organizations to explore. Specific activity ideas are provided as a means to facilitate discussion of these questions. The appendices provide the resource information for the facilitator and can also be utilized as handouts (authors).

Available From: HCH Clinicians' Network, P.O. Box 60427, Nashville, TN 37206-0427, (615) 226-2292, <http://www.nhchc.org>.

Training Resources

Order #: 13167

Authors: Kraybill, K.

Title: **Outreach to People Experiencing Homelessness: A Curriculum for Training Health Care for the Homeless Outreach Workers.**

Source: Nashville, TN: National Health Care for the Homeless Council, 2002. (Curriculum: 330 pages)

Abstract: This curriculum is designed to be used by any person or program involved in reaching out to people experiencing homelessness. Parts of the curriculum are specifically oriented to those working in federally-funded Health Care for the Homeless (HCH) projects throughout the United States. The intent of this curriculum is to help workers gain a fuller understanding and appreciation for outreach work. There is no set formula, but it is hoped that by exploring the process and content of outreach from a variety of perspectives, workers will become more effective in their efforts to assist people toward greater stability. At one level, the curriculum attempts to outline the minimum basic training and knowledge requirements that all outreach workers must possess. At another level, its intent is to help workers develop increased self-awareness, empathy and interaction skills in order to use their knowledge effectively. The purpose of this outreach curriculum is to provide a comprehensive overview of the principles, knowledge, and issues relevant to doing outreach in the HCH context. In addition to providing information, it is intended to engage the participant by using various modalities and activities that appeal to different learning styles (author).

Available From: National Health Care for the Homeless Council, HCH Clinicians' Network, P.O. Box 60427, Nashville, TN 37206, (615) 226-2292, council@nhhc.org, www.nhhc.org/Curriculum/curriculum.htm

Order #: 11993

Authors: Landry, L.

Title: **An Advocate's Guide to Surviving the SSI System: Financial and Other Nondisability Criteria.**

Source: Boston, MA: Massachusetts Continuing Legal Education, Inc., 2000. (Book: 173 pages)

Abstract: This is the first of three volumes revising and updating "An Advocate's Guide to Surviving the SSI System" (1985). Two other volumes will follow. Volume II will cover the applications and appeals process. Volume III will cover the disability standards and evaluation issues. These volumes are designed primarily for use by advocates and attorneys who help individuals establish or maintain SSI eligibility. The focus is on eligibility for SSI disability benefits, although information is also included about SSI benefits eligibility on the basis of age and blindness. Since many SSI disability benefits recipients also receive Social Security Disability Insurance benefits, the authors have tried to point out important differences in the two programs (authors).

Available From: Massachusetts Continuing Legal Education, Inc., 10 Winter Place, Boston, MA 02108, (617) 482-2205, www.mcle.org.

Order #: 8911

Authors: Law Offices of Goldfarb and Lipman.

Title: **Between the Lines: A Question and Answer Guide on Legal Issues in Supportive Housing - National Edition.**

Source: New York, NY: Corporation for Supportive Housing, 2001. (Guide: 226 pages)

Abstract: This document is a guide to legal issues in developing and operating supportive housing for people who are homeless or at serious risk of homelessness, and struggle with the challenges of mental illness, substance abuse, and HIV/AIDS. This manual offers some basic information about the laws that pertain to supportive housing and sets out ways to identify and think through issues so as to make better use of professional counsel. It also offers reasonable approaches to resolve common dilemmas.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org

Training Resources

Order #: 8687

Authors: Law Offices of Goldfarb and Lipman.

Title: **Between the Lines: A Question and Answer Guide on Legal Issues in Supportive Housing: California Edition.**

Source: New York, NY: Corporation for Supportive Housing, 2000. (Guide: 217 pages)

Abstract: This document is a guide to legal issues in developing and operating supportive housing for people who are homeless or at serious risk of homelessness, and struggle with the challenges of mental illness, substance abuse, and HIV/AIDS. The guide is not intended to replace sound legal advice or consultation with government agencies. It offers information about the laws, how regulatory conflicts can be addressed, and offers reasonable approaches to resolve common dilemmas. The guide also sets out to identify and think through issues so as to make better use of the counsel that attorneys or funders may provide. This edition address some issues of particular concern to providers in the state of California.

Available From: Publications, Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.

Order #: 11998

Authors: Lindsey, A.T., Schneider, J.K.

Title: **Food and Nutrition Resource Guide for Homeless Shelters, Soup Kitchens, and Food Banks.**

Source: Beltsville, MD: Food and Nutrition Information Center, U.S. Department of Agriculture, 2001. (Resource Guide: 24 pages)

Abstract: This Resource Guide contains food and nutrition educational materials for staff and volunteers working in homeless shelters, soup kitchens, food banks, and other related facilities, and contains materials that can be used by clients. This guide is divided into two sections: educational materials for clients, and resources for staff and volunteers. Topics include general nutrition, pregnancy, breastfeeding, feeding young children, elderly menu planning, food buying, and food safety and sanitation (authors).

Available From: Food and Nutrition Information Center, National Agriculture Library, Agricultural Research Service, U.S. Department of Agriculture, 10301 Baltimore Avenue, Room 105, Beltsville, MD 20705, (301) 504-5719, www.nal.usda.gov.

Order #: 11777

Authors: Linsk, N.L., Mitchell, C.G., Despotes, J., Cook, J., Razzano, L., Grey, D., Wolf, M.

Title: **Evaluating HIV Mental Health Training: Changes in Practice and Knowledge for Social Workers and Case Managers.**

Source: Health and Social Work 27(1): 67-70, 2002. (Journal Article: 4 pages)

Abstract: This article reports outcomes of an evaluation of an HIV training program entitled "Fundamentals of Mental Health and HIV/AIDS." The program was targeted to a broad array of health and mental health providers in inpatient and outpatient settings from 1996 through 1998. The article provides an overview of the curriculum and evaluation and identifies similarities and differences in service delivery patterns between the social workers and the case managers-counselors. Implications for social work practice, education, and training are also discussed (authors).

Training Resources

-
- | | |
|--|----------------------------|
| <p>Authors: Long, L.A.</p> <p>Title: Helping Homeless Families: A Training Curriculum.</p> <p>Source: Long Island City, NY: LaGuardia Community College, 1988. (Curriculum: 209 pages)</p> <p>Abstract: This curriculum serves as a guide to the knowledge and skills needed to work effectively with families who are homeless. It is aimed primarily at paraprofessional workers in shelters. Each of the five sections includes trainer notes, materials to be read by trainees, and case examples, all color-coded. The sections include: "How Families Become Homeless," "Special Problems of Homeless Families," "Relating to Homeless Families," "Working in Organizations and the Community," and "Programs for Homeless Families." Introductory information is provided on emotional disturbance in homeless children and types of adult mental illness.</p> | <p>Order #: 238</p> |
|--|----------------------------|
-
- | | |
|---|----------------------------|
| <p>Authors: Long, L.A., Jacobs, E.L.</p> <p>Title: A Curriculum for Working with the Homeless Mentally Ill.</p> <p>Source: Long Island City, NY: LaGuardia Community College, 1986. (Report: 248 pages)</p> <p>Abstract: This training manual was developed with NIMH funding by Lorence Long and Eric Jacobs at La Guardia Community College. It is organized into five sections, with each section divided into topic areas which include an instructor's guide, student study material, and case examples. The five sections are: perspectives on homelessness; relating to homeless people; mental illness and substance abuse among homeless people; roles, organizations, and communities; and program settings for homeless people. The curriculum is designed for instructors familiar with the community setting and for staff or volunteers who are new to working with homeless people.</p> | <p>Order #: 295</p> |
|---|----------------------------|
-
- | | |
|---|------------------------------|
| <p>Authors: MacDonald-Wilson, K.</p> <p>Title: Frequently Asked Questions about Employees with Psychiatric Disabilities: Tips and Resources on the ADA, Job Accommodations, and Supervision.</p> <p>Source: Boston, MA: Center for Psychiatric Rehabilitation, 1997. (Brochure: 13 pages)</p> <p>Abstract: The Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability in employment, public services, public accommodations, transportation, and telecommunications. As employers, it is important to understand the critical issues involved in providing reasonable accommodations for people with psychiatric disabilities. Many employers have serious questions about people with psychiatric disabilities in the workplace since the Americans with Disabilities Act was passed in 1990. This booklet is an attempt to answer some of those questions and direct employers to relevant resources. Learn what researchers, service providers, and educators at the Center for Psychiatric Rehabilitation at Boston University have learned about providing reasonable accommodations for people with psychiatric disabilities in work settings (authors).</p> <p>Available From: Boston University Center for Psychiatric Rehabilitation, 940 Commonwealth Avenue West, Boston, MA 02215, (617) 353-3549, www.bu.edu/cpr.</p> | <p>Order #: 11392</p> |
|---|------------------------------|

Training Resources

Order #: 10189

Authors: MacDonald-Wilson, K.L.

Title: **Financial Empowerment for People With Psychiatric Disabilities: What You Need to Know about Social Security Work Initiatives.**

Source: Boston, MA: Center for Psychiatric Rehabilitation, 2001. (Manual: 178 pages)

Abstract: This manual is intended to make work incentives understandable and usable for disability recipients with psychiatric disabilities and the people who work with them. Each work incentive is defined, an example shown, and a list of steps presented on how to use the work incentive. Worksheets are included to guide learners in calculating the work incentives. Five case studies are included to assist learners in practicing applying the skills and knowledge presented. An answer key is included in the back for solutions to case studies. Enough information is provided to make the work incentives understandable and useable, but not so much that the information is overwhelming. Even armed with this knowledge, it is always recommended that consumers, families, and professionals must advocate with Social Security to have their work incentives approved in a timely and accurate manner.

Available From: Boston University Center for Psychiatric Rehabilitation, 940 Commonwealth Avenue West, Boston, MA 02215, (617) 353-3549, www.bu.edu/cpr. COST: \$29.00 (includes shipping).

Order #: 11662

Authors: Massachusetts Behavioral Health Partnership.

Title: **Discharge Planning for Adults Who are Homeless. Treatment Improvement Series 1.**

Source: Boston, MA: The Massachusetts Behavioral Health Partnership, 2000. (Manual: 7 pages)

Abstract: This Improvement Series is offered in response to, and in support of initiatives begun to increase awareness of and improve discharge planning for people who are homeless who are receiving care in acute settings (inpatient, detox, and crisis stabilization programs). The Partnership has developed the Treatment Improvement Series to ensure that the mental health and substance abuse treatment available through the Partnership's provider network is of the highest quality and optimally responsive to high risk members. The Improvement Series is designed to educate providers regarding improvement protocols, to articulate expectations regarding staff training, and to review treatment improvement monitoring systems (authors).

Available From: The Massachusetts Behavioral Health Partnership, 150 Federal Street, 3rd Floor, Boston, MA 02110, (800) 495-0086, www.masspartnership.com.

Order #: 11489

Authors: Massachusetts Housing and Shelter Alliance.

Title: **Essential Tools for Discharge Planning.**

Source: Nashville, TN: National Health Care for the Homeless Council, 2002. (Resource Guide: 250 pages)

Abstract: These materials, developed by the Massachusetts Housing and Shelter Alliance, provide practical models that are replicable in many communities, as well as the major documents on the topic from the national level. Various public and private institutions contribute to homelessness by discharging their wards to the streets or shelters. Ending such practices is an important, current tactic in the struggle to end homelessness itself. The National Health Care for the Homeless Council encourages health care providers and other advocates for people who are homeless to examine the impact of ineffective institutional discharges on homelessness in their own communities and to advocate for policies that will help prevent homelessness. These "Essential Tools for Discharge Planning" will assist in investigating and organizing around these issues (author).

Available From: National Health Care for the Homeless Council, Inc., P.O. Box 60427, Nashville, TN 37206, (615) 226-2292, www.nhchc.org/discharge/discharge_planning_main.htm.

Training Resources

Order #: 11948

Authors: Mathematica Policy Research, Inc.

Title: **Addressing Mental Health Problems Among TANF Recipients: A Guide for Program Administrators.**

Source: Princeton, NJ: Mathematica Policy Research, Inc., 2000. (Report: 44 pages)

Abstract: This report examines mental health conditions among welfare recipients to provide an overview of common conditions and the mental health system, discuss the types and prevalence of certain disorders, and offer strategies for linking recipients with treatment and designing employment services to move them into work (authors).

Available From: Mathematica Policy Research, Inc., P.O. Box 2393, Princeton, NJ 08543-2393, (609) 799-3535, www.mathematica-mpr.com/PDFs/addressmental.pdf

Order #: 11213

Authors: Matrix Research Institute.

Title: **Dual Diagnosis (MICA) Assessment, Treatment, Vocational Rehabilitation and Recovery: A Training Manual.**

Source: Philadelphia, PA: Matrix Research Institute, 1996. (Manual: 48 pages)

Abstract: This training program and the accompanying supporting materials were developed for use with staff, consumers and family members to increase awareness of and knowledge about the individual experiencing mental illness concurrent with a substance abuse disorder. The manual focuses on service systems and treatment approaches; programs that address the vocational rehabilitation needs of individuals with co-existing disorders; and increasing MH/VR/SA collaborative treatment and rehabilitative services.

Order #: 11339

Authors: Matrix Research Institute.

Title: **Employment Brochure Series on Mental Illness and Work: Facilitator's Guide.**

Source: Philadelphia, PA: Matrix Research Institute, 2001. (Guide: 35 pages)

Abstract: This Facilitator's Guide was designed to assist in using the Brochure Series for consumer education or support group discussions. It was specifically developed for those who will be introducing work issues, providing employment supports and organizing support groups. It includes instructions to help provider or group leaders to train either individuals or groups on how to use each individual section of the series (authors).

Order #: 11212

Authors: Matrix Research Institute.

Title: **Recruiting and Working with TE/SE Employers: Identifying, Developing, Creating, and Maintaining Employment Opportunities.**

Source: Philadelphia, PA: Matrix Research Institute, 1996. (Manual: 267 pages)

Abstract: This resource manual developed for Matrix Research Institute's National Seminar Series contains a set of written materials to assist employment support programs in heightening the ability to engage employers in their communities. Contents include selected articles and checklists and guidelines for best practice in job development activities.

Training Resources

Order #: 11321

Authors: Matrix Research Institute.

Title: **Training Psychiatric Residents to Recognize the Importance of Work for Persons with a Serious Mental Illness.**

Source: Philadelphia, PA: Matrix Research Institute, 1999. (Curriculum: 400 pages)

Abstract: This publication is a module training curriculum developed for use in psychiatric residency programs. Topics include the utilization of psychiatric rehabilitation and vocation rehabilitation principles and services in treating persons with serious mental illness, the importance of work, and the various supports available that assist persons with mental illness to choose, get and keep a job.

Order #: 10187

Authors: McAlees, D.C.

Title: **Effective Strategies to Improve the Employment of SSI/SSDI Participants.**

Source: Menomonie, WI: Stout Vocational Rehabilitation Institute, 2000. (Manual: 104 pages)

Abstract: This document is for administrators, managers, rehabilitation counselors, and other professionals who support the employment of SSDI beneficiaries and SSI recipients with disabilities. Persons served by the Vocational Rehabilitation (VR) program who are receiving these benefits face unique challenges as they plan for, engage in, and maintain employment. This document offers strategies for VR programs to improve the chances for these persons to achieve employment, and introduces a new way of thinking about service delivery for SSI/SSDI beneficiaries (authors).

Available From: Stout Vocational Rehabilitation Institute, P.O. Box 790, Menomonie, WI 54751, (715) 232 1379, www.svri.uwstout.edu/pubs.htm.

Order #: 12820

Authors: McDiarmid, D.

Title: **A Strategy Guide for Supported Housing.**

Source: Lawrence, KS: The University of Kansas School of Social Welfare, 1994. (Guide: 50 pages)

Abstract: This document focuses on assisting consumers to secure and sustain the home of their choice. The author includes strategies for locating existing housing; affording housing; overcoming stigmatization and discrimination; and sustaining housing. The appendix lists descriptions of several HUD and non-HUD programs, and provides a Housing Authority listing for the state of Kansas, by town. Also included are reading materials, sample sheets, and a listing of HUD publications, to familiarize the reader with what fair housing means, and what one needs to know in order to obtain housing (author).

Available From: University of Kansas School of Social Welfare, 1545 Lilac Lane, Lawrence, KS 66044, (785) 864-4720, www.socwel.ku.edu.

Order #: 6722

Authors: McDonough, P.

Title: **Without Keys: My 15 Weeks with the Street People.**

Source: Hopkins, MN: Terra Sancta Press, 1996. (Book: 394 pages)

Abstract: Suddenly on the streets in Minneapolis in the winter of '83-'84, the author, a middle-class mother of two struggles to access social services for basic needs. In the process, she gains insights into what the system's provision of goods and services to the homeless population is really like. This book examines burn-out in social service workers, the training of volunteers, and a spiritual journey from dejection and dismay to hope and trust through attention to inner process, prayer, and personal development.

Available From: Terra Sancta Press, Inc., 7777 N. Wickham, Number 12-318, Melbourne FL 32940, (321) 254-9672, tspress@bigplanet.com.

Training Resources

Order #: 12353

Authors: McKee, P.

Title: **An Advocate's In-Depth Guide to Social Security and SSI Disability Benefits and Procedures.**

Source: Seattle, WA: Theiler, Douglas, Drachler & McKee, LLP, 2000. (Presentation: 81 pages)

Abstract: This material was presented in conjunction with a live presentation on Social Security disability, and are intended to give an in-depth understanding of Social Security; one of the federal programs that is frequently asked to address the needs of the physically and mentally disabled. This material contains basic facts and an overview of SSA and SSI, as well as information on applications and the administrative process, Social Security lawyers, Medical provider's questions and a medical writing guide (author).

Available From: Theiler, Douglas, Drachler & McKee, 1904 Third Avenue, Suite 1030, Seattle, WA 98104, (206) 623-0900, tddm@aol.com.

Order #: 10842

Authors: McMurray-Avila, M.

Title: **Organizing Health Services for Homeless People: A Practical Guide.**

Source: Nashville, TN: National Health Care for the Homeless Council, 2001. (Guide: 358 pages)

Abstract: The purpose of this guidebook is to provide an easy reference for communities or groups interested in starting a health care project to serve people who are homeless, by outlining some basic but necessary steps in the process; to assist current Health Care for the Homeless (HCH) projects that want to improve or expand their services, by offering ideas, resources and contacts; and to describe the rationale for the continuing existence of the HCH program. The book may be read in its entirety or used selectively. Divided into six parts, the book addresses the following topics: overview of homelessness; evolution of the HCH Program; developing a framework; service delivery strategies; organizational tools; and maintaining the gains and increasing the impact.

Available From: National Health Care for the Homeless Council, P.O. Box 60427, Nashville, TN 37206, (615) 226-2292, www.nhchc.org (COST: \$20.00).

Order #: 8366

Authors: Melnick, S.M., Bassuk, E.L.

Title: **Identifying and Responding to Violence Among Poor and Homeless Women. Health Provider's Manual**

Source: Newton Centre, MA: The Better Homes Fund, 1999. (Manual: 42 pages)

Abstract: This manual focuses on understanding trauma, identifying and assessing its effects, assessing clients' safety, treating clients' medical and psychological conditions, and documenting the effects of violence. Survivors often come to primary care and emergency services without knowing that the effects of violence are involved in causing or maintaining their physical complaints. It is important for providers and survivors to make the connection between past traumatic experiences and current difficulties. Given the high rate of violent victimization among homeless and poor people, this manual suggests ways to connect with clients who are trauma survivors and together arrive at their best treatment choices.

Available From: National Center on Family Homelessness, 181 Wells Avenue, Newton Centre, MA 02159 (617) 964-3834, www.familyhomelessness.org.

Training Resources

Order #: 11135

Authors: Minkoff, K.

Title: **Behavioral Health Recovery Management Service Planning Guidelines: Co-Occurring Psychiatric and Substance Disorders.**

Source: Peoria, IL: Behavioral Health Recovery Management Project, 2001. (Guide: 35 pages)

Abstract: This paper presents a set of service planning guidelines based on currently existing best practices models. These best practices need much more study, but they are sufficiently well developed at present that it is possible to use them to formulate coherent practice guidelines for assessment, treatment, and psychopharmacology of individuals with co-occurring disorders. These practice guidelines are outlined in this document. Before delineating the practice guidelines themselves, however, it is important to describe the data-based and consensus-based foundation in the literature that supports them (author).

Available From: Center for Health Care Evaluation, 795 Willow Road (152-MPD), Menlo Park, CA, 94025, (650) 617-2746, www.chce.research.med.va.gov/chce/pdfs/Minkoff.pdf.

Order #: 10654

Authors: Minkoff, K., Ajilore, C.

Title: **Co-Occurring Psychiatric and Substance Abuse Disorders in Managed Care Systems: Standards of Care, Practice Guidelines, Workforce Competencies, and Training Curricula.**

Source: Rockville, MD: Center for Mental Health Services Managed Care Initiative: Clinical Standards and Workforce Competencies Project Co-Occurring Mental and Substance Disorders Panel, 1998. (Report: 40 pages)

Abstract: This report is the the result of the collective efforts of a national panel of dual diagnosis experts, during the period October 1996 to February 1998, to develop national standards, workforce competencies, and training curricula for the treatment of people with co-occurring disorders in managed care systems. The panel members were selected to represent consumers, family members, and providers, and to include individuals with geographic, cultural, and racial diversity as well as public and private sector, and psychiatric and substance disorder backgrounds. In order to accomplish their task, the panel members first performed and extensive review of published and unpublished literature concerning dual diagnosis treatment and managed care, in order to create an Annotated Bibliography, which was completed in July 1997. Based on the material compiled in this bibliography, the panel then proceeded to develop this report. The Panel Report is divided into five parts: Consumer/family oriented standards for dual diagnosis treatment in managed care systems, Standards for managed care systems regarding development of comprehensive dual diagnosis treatment, Practice guidelines for dual diagnosis treatment in managed care systems, Provider competencies for dual diagnosis treatment in managed care systems, and Training curricula (authors).

Order #: 8210

Authors: Missouri Institute of Mental Health Coordinating Center.

Title: **Consumer-Operated Services Program: Effective Leadership Using Telecommunications.**

Source: St. Louis, MO: Missouri Institute of Mental Health Coordinating Center, 1999. (Guide: 58 pages)

Abstract: This guide is designed to assist consumer employees in the mental health services become acquainted with telecommunication technologies that are increasingly used in demonstration, research, and policy initiatives. The guide provides a number of definitions, detailed descriptions, and frameworks for using various advanced communication technologies.

Available From: Missouri Institute of Mental Health, 5400 Arsenal Street, St. Louis, MO 63139, (314) 644-8787, www.cstprogram.org.

Training Resources

Order #: 8833

Authors: Moss, K.

Title: **Filing an ADA Employment Discrimination Charge: Making It Work for You.**

Source: Rockville, MD: Center for Mental Health Services, 2000. (Guide: 33 pages)

Abstract: This guide was published to help people with psychiatric disabilities understand how an Americans with Disabilities Act (ADA) employment discrimination charge process works. In the guide, there is information about how the ADA employment discrimination administrative charge process works and what has happened when individuals with psychiatric disabilities have filed administrative claims of employment discrimination. It explains, through discussion and examples, when, where, and how to file a charge. Just as importantly, it recounts what typically happens during the investigation process and what factors influence whether people benefit from filing a charge.

Available From: SAMHSA's National Mental Health Information Center, P.O. Box 42557, Washington, DC 20015, (800) 789-2647, www.mentalhealth.samhsa.org.

Order #: 13045

Authors: Mottet, L., Ohle, J.

Title: **Transitioning Our Shelters: A Guide to Making Homeless Shelters Safe for Transgender People.**

Source: Washington, DC: National Gay and Lesbian Task Force Policy Institute, 2003. (Report: 51 pages)

Abstract: This guide is a joint publication of the National Coalition for the Homeless (NCH) and the National Gay and Lesbian Task Force. Earlier this year, the NCH adopted a nondiscrimination resolution covering transgender people. The guide combines the transgender expertise of the Task Force with NCH's expertise on shelters to produce a usable guide that is suitable for homeless shelters across the country (authors).

Available From: National Gay and Lesbian Task Force Policy Institute, 1325 Massachusetts Avenue NW, Suite 600, Washington, DC 20005, (202) 393-5177, www.nglft.org.

Order #: 6674

Authors: Mowbray, C.T., Thrasher, S.P., Cohen, E., Bybee, D.

Title: **Improving Social Work Practice with Persons Who are Homeless and Mentally Ill.**

Source: Journal of Sociology and Social Welfare 23(4): 3-24, 1996. (Journal Article: 22 pages)

Abstract: Despite a proliferation of programs targeted for persons who are homeless and have mental illnesses, few reports in the literature detail the challenges experienced or strategies utilized by workers, the majority of whom are social workers. The present study reports results from two focus group sessions held with staff running a model service intervention for this population at two separate sites. The methodology that was utilized quantified results, allowing presentation of themes, as well as comparisons of the frequency of responses across categories and by site. Staff-perceived barriers associated with client behaviors and characteristics predominated at both sites. However, systemic and other external barriers were also frequently mentioned. Although not part of the focus group questions, staff spontaneously made mention of their personal feelings and how they were handled. Site differences were identified in the frequency with which certain strategies to handle client and systemic barriers were mentioned. The discussion focused on implications for the education and training of social workers who provide services to individuals who are homeless and who have mental illnesses (authors).

Training Resources

Order #: 12608

Authors: Mueser, K., Noordsy, D., Drake, R., Fox, L.

Title: **Integrated Treatment for Dual Disorders: A Guide to Effective Practice.**

Source: New York, NY: The Guilford Press, 2003. (Book: 470 pages)

Abstract: This comprehensive clinical handbook provides virtually everything needed to plan, deliver, and evaluate effective treatment for persons with substance abuse problems and persistent mental illness. From authors at the forefront of the dual disorders field, the book is grounded in decades of influential research. Presented are clear guidelines for developing integrated treatment programs, performing state-of-the-art assessments, and implementing a wide range of individual, group, and family interventions. Also addressed are residential and other housing services, involuntary interventions, vocational rehabilitation, and psychopharmacology for dual disorders. Throughout, the emphasis is on workable ways to combine psychiatric and substance abuse services into a cohesive, unitary system of care. Designed in a convenient large-size format with lay-flat binding for ease of photocopying, the volume contains all needed assessment forms, treatment planning materials, and client handouts, most with permission to reproduce (authors).

Available From: The Guilford Press, 72 Spring Street, New York, NY 10012, (212) 431-9800, www.guilford.com/cgi-bin/cartscript.cgi?page=addictions/mueser.htm&cart_id=549581.782, (ISBN 1-57230-850-8, COST: \$42.00).

Order #: 12953

Authors: Najavits, L.M.

Title: **Training Clinicians in the Seeking Safety Treatment Protocol for Posttraumatic Stress Disorder and Substance Abuse.**

Source: Alcoholism Treatment Quarterly 18: 83-98, 2000. (Journal Article: 16 pages)

Abstract: This paper provides suggestions for training clinicians in the Seeking Safety psychotherapy for patients with posttraumatic stress disorder and substance abuse. The treatment is a manual-based 25-session cognitive-behavioral therapy for integrated treatment of both disorders. Training guidelines include: procedures for clinician selection and training, supervisory principles, and typical problems. Emphasis is placed on procedures that allow observation of the clinician "in action" rather than through verbal report and on intensive training experiences. Supervisory principles include, for example: "Encourage clinicians to use the coping skills in their lives"; "Elicit patient feedback"; and "Listen to behavior more than words." These methods are "best guesses" based on experience with clinicians over several years; further empirical testing will be needed to determine which training strategies are most effective (author).

Order #: 7166

Authors: National Abandoned Infants Assistance Resource Center.

Title: **Integrating Services and Permanent Housing for Families Affected by Alcohol and Other Drugs: A Guidebook and Resource Manual.**

Source: Berkeley, CA: National Abandoned Infants Assistance Resource Center, 1997. (Guide: 200 pages)

Abstract: This manual addresses: (1) key considerations and critical issues in the development and management of permanent housing and support services for families affected by alcohol and other drugs; (2) resource development; (3) critical issues to consider; and (4) basis guidelines to help any individual, agency or community take the first steps toward planning, developing and managing a program that integrates permanent housing and support services for families affected by alcohol and other drugs. An extensive list of resources and materials are provided to assist with this process. The manual also includes several program profiles to illustrate different ways of developing, managing and/or linking affordable housing, which is conducive to recovery, with support services to help families maintain sobriety, keep their families together and work toward self-sufficiency.

Available From: AIA Resource Center, 1950 Addison Street, Suite 104, Berkeley, CA 94704-1182, (510) 643-8390.

Training Resources

Order #: 12317

Authors: National Alliance to End Homelessness.

Title: Toolkit for Ending Homelessness.

Source: Washington, DC: National Alliance to End Homelessness, 2003. (Toolkit: 113 pages)

Abstract: This toolkit provides comprehensive resources for developing the ten essential elements of an effective permanent solution to prevent and end homelessness. For each of the ten essentials, the toolkit provides a basic rationale, program examples, and resources for further examination. In addition to these resources, the toolkit includes a checklist to guide communities through an effective plan development process, a primer on the housing first approach to linking families with permanent housing and services, and a copy of the original Ten Year Plan to End Homelessness, upon which the ten essentials were based (authors).

Available From: National Alliance to End Homelessness, 1518 K Street, NW, Suite 206, Washington, DC 20005, (202) 638-1526, www.endhomelessness.org.

Order #: 1139

Authors: National Alliance to End Homelessness.

Title: What You Can Do To Help the Homeless.

Source: New York, NY: Simon and Schuster, 1991. (Book: 125 pages)

Abstract: This manual presents numerous ways that the public can get involved with helping the homeless in their communities, and profiles successful programs that have already been implemented. Suggestions include tutoring homeless children, teaching homeless adults to read, helping provide employment counseling, and organizing a food or clothing drive. The book concludes with a list of organizations that are involved with helping the homeless.

Available From: Simon and Schuster, 1230 Avenue of the Americas, 12th Floor, New York, NY 10020, (212) 698-7000.

Order #: 11395

Authors: National Association of Mental Health Planning and Advisory Councils.

Title: Evidence-Based Assertive Community Treatment: A Guide for Mental Health Planning and Advisory Councils.

Source: Alexandria, VA: National Association of Mental Health Planning and Advisory Councils, 2001. (Toolkit: 20 pages)

Abstract: This tool kit provides an introduction to evidence-based Assertive Community Treatment (ACT) programs. It will help state mental health planning and advisory council members and others assess the community-based programs and services offered in their state plans for people with serious and persistent mental illnesses. Produced with funding from the Center for Mental Health Services, this booklet is a primer and study guide on ACT. It also includes a bibliography and where to go for more information about ACT.

Available From: National Association of Mental Health Planning and Advisory Councils, 1021 Prince Street, Alexandria, VA 22314, (703) 838-7522, www.namhpac.org/pages/resources/PDFs/assertive.pdf

Training Resources

Order #: 12919

Authors: National Association of Mental Health Planning and Advisory Councils.

Title: **Mental Health and Homelessness: A Guide for Mental Health Planning and Advisory Councils.**

Source: Alexandria, VA: The National Association of Mental Health Planning and Advisory Councils, 2003. (Report: 16 pages)

Abstract: This toolkit, which was produced with funding from the Center for Mental Health Services, is a sixteen page booklet that provides an orientation to the issues, meant to stimulate discussion and action. The toolkit includes a list of additional resources and places to get more information on homelessness and mental illness. This toolkit will help state mental health planning and advisory council members and others assess services in their state plans for people who are homeless and have a mental illness (authors).

Available From: The National Association of Mental Health Planning and Advisory Councils, 1021 Prince Street, Alexandria, VA 22314, (703) 838-7522, www.namhpac.org.

Order #: 12850

Authors: National Center for Homeless Education at SERVE.

Title: **Local Homeless Education Agency Liaison Toolkit.**

Source: Greensboro, NC: National Center for Homeless Education at SERVE, 2003. (Toolkit: 226 pages)

Abstract: This toolkit is a comprehensive tool that will assist both new and veteran local homeless education liaisons in carrying out their responsibilities. Over 200 pages of the best and most current information on increasing access to and success in educational opportunities for children and youth experiencing homelessness are provided in the toolkit. The toolkit includes chapters, appendices and a PowerPoint presentation (authors).

Available From: National Center for Homeless Education at SERVE, P.O. Box 5367, Greensboro, NC 27435, (800) 308-2145, homeless@serve.org, www.serve.org/nche/downloads/webtoolkit.pdf

Order #: 13308

Authors: National Coalition for Homeless Veterans.

Title: **Planning for Your Release: A Guide for Veterans Incarcerated.**

Source: Washington, DC: National Coalition for Homeless Veterans, 2004. (Guide: 15 pages)

Abstract: This guide offers instruction on how veterans can apply for VA benefits; where to look to find affordable housing; how to find employment training programs and job placement assistance; where to obtain medical and mental health services; and who is available to provide counseling and other assistance programs in their communities. The authors suggest that each veteran should have his or her own copy of the workbook in which notes can be recorded on the progress being made, community contacts who have helped, and agreements that are reached with service providers. The guide also serves as a guidance tool for corrections, social services and federal agency personnel who are trying to help incarcerated veterans. A wealth of contact information is provided, as well as tips on letter writing, filling out forms, and a timeline for when certain actions should be taken prior to the veteran's release (authors).

Available From: National Coalition for Homeless Veterans, 333 ½ Pennsylvania Avenue, SE, Washington, DC 20003, (202) 546-1969, www.nchv.org.

Training Resources

Order #: 8729

Authors: National Coalition for the Homeless.

Title: **National Homeless Persons' Memorial Day: Organizing Manual.**

Source: Washington, DC: National Coalition for the Homeless, 2003. (Manual: 14 pages)

Abstract: Every year since 1990, on or near the first day of winter and longest night of the year, the National Coalition for the Homeless (NCH) has sponsored a National Homeless Persons' Memorial Day to bring attention to the plight of the homeless, to honor those who have died homeless and to recommit to the task of ending homelessness. In an effort to maximize the impact of the day, NCH encourages state and local communities to organize special events to commemorate this day and raise awareness of this issue and its severity. This manual serves as a resource to assist groups or communities to organize local events. It lists ideas for types of events that have been done in the past, and also the types of contacts that you may want to involve in your event to make it successful in raising awareness.

Available From: National Coalition for the Homeless, 1012 Fourteenth Street, NW, #600, Washington, DC 20005, (202) 737-6444, www.nationalhomeless.org/Memorial03.pdf.

Order #: 11215

Authors: National Consumer Supporter Technical Assistance Center.

Title: **A Cultural Competency Toolkit: Ten Grant Sites Share Lessons Learned.**

Source: Alexandria, VA: National Consumer Supporter Technical Assistance Center, 2001. (Toolkit: 88 pages)

Abstract: For organizations providing support to mental health consumers, cultural competency, the ability to reach out effectively and appropriately to individuals of different cultural backgrounds, is central to meeting the needs of a diverse community. The Cultural Competency Initiative, which was launched in 2000, assisted consumer supporter organizations by providing funding and technical assistance as well as by disseminating information about innovative minority outreach programs. Each chapter of the toolkit provides an overview of one of ten model programs. Project goals and implementation plans are shared, project leaders share their expertise, and program materials are included in each chapter's appendices. NCSTAC hopes that this information will assist other consumer supporter organizations in their efforts to launch similar outreach programs.

Available From: National Mental Health Association, 2001 N. Beauregard Street, 12th Floor, Alexandria, Virginia 22311, (800) 969-NMHA, www.ncstac.org/content/culturalcompetency/index.htm.

Order #: 11216

Authors: National Consumer Supporter Technical Assistance Center.

Title: **How to Develop and Maintain a Consumer Advisory Board.**

Source: Alexandria, VA: National Consumer Supporter Technical Assistance Center, 2001. (Manual: 19 pages)

Abstract: The purpose of this booklet is to walk the reader through the steps for establishing and maintaining a healthy consumer advisory board. For the purposes of this booklet, a consumer advisory board is an ancillary body that provides its organization with guidance on questions relevant to consumers. Any mental health organization can establish such a body. Creating and maintaining an advisory board can be a demanding process. Advisory board members need to be recruited and trained. They must understand their purpose as a group and they must remain motivated to meet their group goals. This booklet serves as a guide to assist with all of these aspects of creation and maintenance.

Available From: National Mental Health Association, 2001 N. Beauregard Street, 12th Floor, Alexandria, Virginia 22311, (800) 969-NMHA, www.ncstac.org/content/materials/cab.pdf.

Training Resources

Order #: 10834

Authors: National Health Law Program.

Title: **An Advocate's Guide to the Medicaid Program.**

Source: Los Angeles, CA: National Health Law Program, 2001. (Resource Guide: 60 pages)

Abstract: This guide updates the 1993 edition, incorporating federal laws enacted since 1993. This includes the provisions of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, which repealed the Aid to Families with Dependent Children program and, with it, automatic Medicaid eligibility for families and children that qualified for AFDC. It also includes the provisions of the Omnibus Budget Reconciliation Act of 1997, which implemented numerous changes to states' administration of managed care programs. As with previous editions, this guide presents federal and state case law discussing the specific Medicaid Act provisions. Except for U.S. Supreme Court holdings, the case law may differ from state to state and from one federal circuit to another. Court access and choice of forum issues are particularly relevant in the Medicaid program at this time, and advocates should follow developments closely (authors).

Available From: National Health Law Program, (310) 204-6010, www.healthlaw.org/publications.shtml.

Order #: 10743

Authors: National Institute on Alcohol Abuse and Alcoholism.

Title: **Motivational Enhancement Therapy Manual: A Clinical Research Guide for Therapists Treating Individuals With Alcohol Abuse and Dependence.**

Source: Bethesda, MD: National Institute on Alcohol Abuse and Alcoholism, 1995. (Manual: 121 pages)

Abstract: This manual for therapists is provided to the public to permit replication of the treatment procedures employed in Project MATCH, a multisite clinical trial of patient-treatment matching sponsored by the National Institute on Alcohol Abuse and Alcoholism. It describes Motivational Enhancement Therapy (MET), which is based on principles of motivational psychology and is designed to produce rapid, internally motivated change. The manual begins with an overview of MET and a description of the general principles to be applied. A special section discusses how to involve a significant other in MET. Then, specific guidelines are provided for how to structure the four MET sessions. Finally, recommendations are made for dealing with special problems that can arise conducting MET. Appendices and copies of materials provided to MET clients are also included (authors).

Available From: National Institute on Alcohol Abuse and Alcoholism (NIAAA), 5635 Fishers Lane, MSC 9304, Bethesda, Maryland 20892, (301) 443-0786, www.niaaa.nih.gov.

Order #: 10540

Authors: National Institute on Drug Abuse.

Title: **Principles of Drug Addiction Treatment: A Research Based Guide.**

Source: Bethesda, MD: National Institute on Drug Abuse, 1999. (Guide: 54 pages)

Abstract: This guide provides research-based information about addiction, drug treatment, and recovery for new patients undergoing treatment for addiction, and for their friends and families. It also helps guide new patients in getting the most from their treatment and warns about possible difficulties during treatment and recovery (authors).

Available From: National Institute on Drug Abuse, National Institutes of Health, 6001 Executive Boulevard, Room 5213, Bethesda, MD 20892, www.nida.nih.gov.

Training Resources

Order #: 12350

Authors: National Law Center on Homelessness and Poverty.

Title: **Advocating on Behalf of Food Stamp Claimants: A Guide to Rights and Resources.**

Source: Washington, DC: National Law Center on Homelessness and Poverty, 2002. (Guide: 27 pages)

Abstract: This guide discussed many frequently asked questions about a homeless applicant's rights under the Food Stamp Program, using food stamps, the application process, determining eligibility for food stamps, determining the benefit amount, food stamp work requirements, food stamp program certification and reporting, lost or stolen food stamps, and Food Stamp Program fair hearings. The guide also lists each state food stamp hotline (authors).

Available From: National Law Center on Homelessness and Poverty, 1411 K Street, Suite 1400, Washington, DC 20005, (202) 638-2535, www.nlchp.org.

Order #: 12351

Authors: National Law Center on Homelessness and Poverty.

Title: **Advocating on Behalf of SSI Claimants: A Guide to Rights and Resources.**

Source: Washington, DC: National Law Center on Homelessness and Poverty, 2002. (Guide: 27 pages)

Abstract: This guide discusses many frequently asked questions about SSI claimants, including the application process, representing an SSI claimant, determining eligibility for SSI, eligibility based on immigration status, documentation of disability needed, the SSI appeals process, and receiving SSI benefits (authors).

Available From: National Law Center on Homelessness and Poverty, 1411 K Street, Suite 1400, Washington, DC 20005, (202) 638-2535, www.nlchp.org.

Order #: 12172

Authors: National Law Center on Homelessness and Poverty.

Title: **Alone Without a Home: A State-by-State Guide to Laws Affecting Unaccompanied Youth.**

Source: Washington, DC: The National Law Center on Homelessness and Poverty, 2003. (Book: 124 pages)

Abstract: The National Law Center on Homelessness and Poverty and the National Network for Youth have joined in releasing this new resource on the laws that affect unaccompanied youth. The resource offers a guide to legal trends and state and territorial statutes and makes policy recommendations relating to: definitions of child, youth and runaway; youth in need of services; status offences, including running away, truancy and curfews; emancipation; rights of youth to enter contracts; definitions and consequences of harboring runaway youth; and services and shelters for unaccompanied youth. Also included are summaries and legal citations for relevant laws in each state and 6 U.S. territories.

Available From: The National Law Center on Homelessness and Poverty, 1411 K Street NW, Suite 1400, Washington, DC 20005, (202) 638-2535, www.nlchp.org. (COST: \$29.00)

Training Resources

Order #: 12875

Authors: National Law Center on Homelessness and Poverty.

Title: **Legal Strategies to End Homelessness: A Guide for Advocates.**

Source: Washington, DC: National Law Center on Homelessness and Poverty, 2003. (Guide: 200 pages)

Abstract: This guide is a collaborative effort by the National Law Center on Homelessness and Poverty (NLCHP) staff, and provides essential tools for lawyers, advocates, service providers and people who are homeless to learn about and assert their rights. Organized into four main parts: housing; income and public benefits; children and youth; and civil rights, this structure mirrors the main areas that must be addressed to prevent and end homelessness: affordable housing, adequate income and services, opportunities for youth and children, and protection of basic civil rights. Each of these areas must be addressed in any proposal for public policy and law reform; each must also be addressed in practical measures to provide concrete aid to homeless families and individuals. This book outlines legal protections available under existing law, and steps you can take to help your homeless clients now (authors).

Available From: National Law Center on Homelessness and Poverty, 1411 K Street NW, Suite 1400, Washington, DC 20005, (202) 638-2535, www.nlchp.org.

Order #: 12332

Authors: National Low Income Housing Coalition.

Title: **2003 Advocates' Guide to Housing & Community Development Policy.**

Source: Washington, DC: National Low Income Housing Coalition, 2003. (Guide: 197 pages)

Abstract: This guide offers advocates a fresh perspective and up-to-the-moment information on the full array of issues and concerns of people who work on low income housing. This manual is intended to be useful in all manners of advocacy. Those who want to advocate on behalf of themselves or someone else to assert rights or navigate bureaucracies to access services will be able to use this guide to learn the status of the programs that they may or may not be able to rely on. Those who want to advocate for community change prefer to use this guide to help educate local leaders about housing and community development resources and challenges. Advocates who want to influence and improve regulations and rules that HUD and other federal agencies issue to govern housing and community development programs will find that this guide will inform their causes. This guide is used most frequently by people who want to change or improve federal laws that dictate housing and community development policy or who want to prevent Congress from harming programs that benefit low income people. What is on the horizon legislatively for all programs and proposals is an essential feature of this guide (authors).

Available From: National Low Income Housing Coalition, 1012 14th Street NW, Suite 610, Washington, DC 20005, (202) 662-1530, www.nlihc.org.

Order #: 3041

Authors: National Mental Health Consumers' Self-Help Clearinghouse.

Title: **Empowerment Training with Psychosocial Programming: Fountain House Model Programs.**

Source: Philadelphia, PA: National Mental Health Consumers' Self-Help Clearinghouse, UNDATED. (Proposal: 5 pages)

Abstract: This proposal is for the development of a three-session empowerment training program designed for clubhouse staff and clients. The proposed program is modeled after the principles of the Fountain House program, which emphasizes the need for individuals to have a sense of membership and contribution in their own rehabilitation. The three sessions include an open discussion of issues concerning disempowerment, issues of empowerment within the clubhouse environment, and the drafting of a clubhouse action plan to change some of the negative attitudes that may exist in the clubhouse that impede empowerment within the organization.

Training Resources

Order #: 11107

Authors: National Network for Youth.

Title: **Advocacy Kit - 2001 Edition.**

Source: Washington, DC: National Network for Youth, 2001. (Resource Guide: 20 pages)

Abstract: This advocacy kit includes fact sheets that can be used to support advocacy efforts for youth. Topics include the Younger Americans Act, the Elementary and Secondary Education Act, Runaway and Homeless Youth, Juvenile Justice and Delinquency, HIV/AIDS Programs, Youth Employment Programs, and HUD Housing Programs. Contents can be reproduced and shared with others, and organizations are encouraged to add their names and contact information to the fact sheets. To be effective and strong forces on Capitol Hill, advocates are reminded to use this information to follow the 3 C's: convince Congress, contact local media, and cultivate community allies.

Available From: National Network for Youth, 1319 F Street, 4th Floor, Washington, DC 20004, (202) 783-7949, www.nn4youth.org.

Order #: 7909

Authors: National Network for Youth.

Title: **Toolkit for Youth Workers: Runaway and Homeless Youth.**

Source: Washington, DC: National Network for Youth, 1998. (Toolkit: 8 pages)

Abstract: This toolkit provides an overview of runaway and homeless youth. Topics covered include definitions of situations involving young people who are without a home, demographics, causes and consequences of leaving home, programs and services, and federal grant programs.

Available From: National Network for Youth, 1319 F Street, NW, 4th Floor, Washington DC 20004, (202) 783-7949, www.nn4youth.org/.

Order #: 7910

Authors: National Network for Youth.

Title: **Toolkit for Youth Workers: Street Outreach.**

Source: Washington, DC: National Network for Youth, 1998. (Resource Guide: 11 pages)

Abstract: This resource guide lists resources covering street outreach to homeless youth and other street populations.

Available From: National Network for Youth, 1319 F Street, NW, 4th Floor, Washington DC 20004, (202) 783-7949, www.nn4youth.org/.

Training Resources

Order #: 7736

Authors: National Resource Center on Homelessness and Mental Illness.

Title: **In from the Cold: A Tool Kit for Creating Safe Havens for Homeless People on the Street.**

Source: Washington, DC: U.S. Department of Health and Human Services and U.S. Department of Housing and Urban Development, 1999. (Tool Kit: 102 pages)

Abstract: In 1992, amendments to the McKinney Act created the Safe Haven program, a form of supportive housing for hard-to-reach people who are homeless with severe mental illness who are on the street and have been unable or unwilling to participate in supportive services. This tool kit has been developed to address these issues specifically and serve as a guide to help new programs avoid unnecessary administrative headaches. The kit includes eight chapters covering the key issues surrounding the creation of Safe Haven programs. They include: the Continuum of Care; planning, designing, siting, and financing Safe Haven housing; the challenge and opportunity of NIMBY; outreach, engagement, and service delivery; crisis management; transitions from Safe Havens; program rules and expectations; and staffing issues.

Available From: National Resource Center on Homelessness and Mental Illness, Policy Research Associates, Inc., 345 Delaware Avenue, Delmar, NY 12054, (800) 444-7415, www.nrchmi.samhsa.gov.

Order #: 9515

Authors: National Technical Assistance Center for State Mental Health Planning.

Title: **The Change Agent's Tool Box.**

Source: Alexandria, VA: National Technical Assistance Center for State Mental Health Planning, 2000. (Toolkit: 8 sections)

Abstract: This series of eight technical assistance newsletters is designed to provide information on promoting systems integration to serve consumers with multiple needs. The first in the series, Making the Case, instructs on identifying, defining, and understanding the local needs of persons with mental health and other complex problems and factors that can help or hinder system change activities. The second, Building Coalitions, instructs on developing methods for building broad based coalitions and integrating systems by stimulating dialogue among multiple parties. The third in the series, Involving the Private Sector, informs on the importance and challenge of involving the private sector in enriching systems integration. The fourth, Getting Started, advises on building and reinforcing consensus on problems and alternatives and improving motivation to stimulate change. The fifth, Finding the Money, describes methods on identifying potential resources and implementing a pilot project to support systems integration. The sixth, Making Systems Change Happen, defines strategies to progress from concepts to reality and mobilize and deliver services. Evaluating Progress, the seventh, instructs on identifying methods for creating and implementing efficient mechanisms for defining outcomes as well as effectively evaluating progress. Finally, Core Qualities of the Change Agent advises on how to identify and select effective change agents, as well as promote integration across service systems while reducing demands on more expensive and restrictive alternatives.

Available From: National Technical Assistance Center for State Mental Health Planning, 66 Canal Center Plaza, Suite 302, Alexandria, VA 22314, (703) 739-9333, ntac@nasmhpd.org, www.nasmhpd.org/ntac/toolbox/

Training Resources

-
- Authors:** O'Connell, D.F. **Order #:** 7594
- Title:** **Dual Disorders: Essentials for Assessment and Treatment.**
- Source:** Binghamton, NY: The Haworth Press, Inc., 1998. (Book: 261 pages)
- Abstract:** The aim of this book is to be a professional resource for treating dual disorders. It is intended for the addictions counselor responsible for the care of such patients. The information and guidelines contained in it are fundamental to the sound treatment of patients with dual disorders. The guiding assumption of this book is that any addictions therapist, regardless of professional training and experience, can master the basic information and approaches needed to effectively manage the dually diagnosed patient (author).
- Available From:** The Haworth Press, Inc., 10 Alice Street, Binghamton, NY 13904-1580, (800) 429-6784, www.haworthpress.com. (COST: \$19.95)
-
- Authors:** Opler, L.A. **Order #:** 11813
- Title:** **The Culture of Emotions: A Cultural Competence and Diversity Training Program.**
- Source:** Psychiatric Services 53(12): 1537-1538, 2002. (Journal Article: 2 pages)
- Abstract:** This article describes a training video entitled The Culture of Emotions, that is intended to bring understanding of the ways in which a multicultural environment influences all human interaction and the relevance of that not only for diagnosis, but also for therapy, and for training of mental health professionals. The training provided by the video is based on the work of the DSM-IV, a task force on cross-cultural issues, that developed the Outline for Cultural Formulation (OCF) and the Glossary of Culture-Bound Syndromes. The video offers general commentaries on culture in psychiatry and an overview of the OCF and an introduction to the concept of culture-bound syndromes.
-
- Authors:** Packer, S., Prendergast, P., Wasylenki, D., Toner, B., Ali, A. **Order #:** 2768
- Title:** **Psychiatric Residents' Attitudes Toward Patients With Chronic Mental Illness.**
- Source:** Hospital and Community Psychiatry 45(11): 1117-1121, 1994. (Journal Article: 5 pages)
- Abstract:** This study examined psychiatric residents' attitudes toward, knowledge about, and training in the care of patients with chronic mental illness. The authors constructed a 41-item Residents' Attitude Toward the Chronically Mentally Ill Scale to obtain a systematic assessment of attitudes. The scale was administered to 85 psychiatric residents. No correlation was found between residents' attitudes and years of residency training or between attitudes and knowledge about patients with chronic mental illness. Residents reported many negative attitudes toward this patient population. However, significant positive correlations were found between the residents' attitudes and their training in settings where patients were considered to receive high-quality care and supervisors were good role models. The authors contend that constructive training experiences during residency can have a positive influence on residents' attitudes toward patients with chronic mental illness (author).

Training Resources

-
- Authors:** Parker, C.D. **Order #:** 6282
- Title:** **The Friends In Action Manual: A Model for Establishing a Volunteer Program to Build Caring, Supportive Relationships with Poor and Homeless Families.**
- Source:** Rockville, MD: Community Ministry of Montgomery County, 1992. (Manual: 207 pages)
- Abstract:** This manual provides a model of a successful volunteer program for individuals and groups who want to get involved in helping the less fortunate people in their community. This manual helps the reader to establish a program like Friends In Action (FIA) by presenting the experience of FIA as an example. The FIA model responds to the fundamental and critical needs of the poor and homeless for friendship and involvement in caring and supportive relationships. The manual is intended to serve as a guide rather than a precise set of "how to do it" instructions. The reason for this is that communities differ, and programs and services work best when they are adapted to meet the specific needs of the communities they serve.
-
- Authors:** Paulson, R.I. **Order #:** 2665
- Title:** **Professional Training for Consumers and Family Members: One Road to Empowerment.**
- Source:** Psychosocial Rehabilitation Journal 14(3): 69-80, 1991. (Journal Article: 12 pages)
- Abstract:** This article describes the experience of an innovative MSW Specialized Mental Health Training Program concerned with training consumers and family members as mental health professionals to work with persons with major mental illness and their families. It focuses on the issues and problems associated with successfully integrating consumers and family members into traditional academic programs and mental health settings. The unique contributions of consumers and family members as mental health professionals, as well as the methods employed in securing the participation of family and consumer groups in the program planning, design and implementation are presented (author).
-
- Authors:** Peterson, P.D., Borland, A. **Order #:** 3145
- Title:** **Use of State Hospital Staff to Provide Training for Staff of Community Residential Facilities.**
- Source:** Psychiatric Services 46(5): 506-508, 1995. (Journal Article: 3 pages)
- Abstract:** State hospital staff and other hospital resources in a region of Washington State were used to train staff of community residential facilities in the care of persons with serious mental illness. Forty-six staff members from 17 community facilities received week-long training during the program's first year. Participants expressed a high level of satisfaction with the program, and facility administrators indicated that it had a positive impact on the overall quality of services in their facility. The annual staff turnover rate among participants was dramatically lower than among other staff in the community (authors).
-
- Authors:** Pilch, D., Anderson, A. **Order #:** 7220
- Title:** **A Handbook on the Legal Obligations and Rights of Providers of Service-Program Housing Under Federal and State Disability Fair Housing Laws.**
- Source:** Boston, MA: Massachusetts Housing Finance Agency, 1997. (Guide: 7 pages)
- Abstract:** This guide features a series of charts that explain the obligations and rights of providers of disability housing under state and federal programs. The charts include termination and eviction requirements for various state and federal housing programs.
- Available From:** Massachusetts Housing Finance Agency, One Beacon Street, Boston, MA 02108, (617) 854-1000, www.mhfa.com.

Training Resources

Order #: 10427

Authors: Pinellas County Coalition for the Homeless.

Title: 2000-2001 Cold Night Shelter Training Booklet.

Source: St. Petersburg, FL: Pinellas County Coalition for the Homeless, 2000. (Guide: 22 pages)

Abstract: This booklet uses the experiences of Pinellas County's Cold Night Shelter program for the homeless as a model for other programs. There is a detailed discussion of the various positions required by such a program and the responsibilities each position entails. Planning procedures for opening and maintaining the shelter are also described in detail.

Available From: The Pinellas County Coalition for the Homeless, PO Box 11195, St. Petersburg, FL 33733, (727) 501-7001, PCCH@ij.net, www.pccoho.org/htm/services4.htm

Order #: 8697

Authors: Proscio, T.

Title: Developing and Managing Supportive Housing.

Source: New York, NY: Corporation for Supportive Housing, 2000. (Guide: 37 pages)

Abstract: This guide, part of a three part series, is designed to assist communities interested in developing supportive housing. The guide examines developing and managing supportive housing. It provides an overview of supportive housing and discusses predevelopment work, site selection, budgeting and finance, and responding to community opposition.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.

Order #: 8699

Authors: Proscio, T.

Title: Forming an Effective Supportive Housing Consortium.

Source: New York, NY: Corporation for Supportive Housing, 2000. (Guide: 43 pages)

Abstract: This guide, part of a three part series, is designed to assist communities interested in developing supportive housing. The guide examines the role of local collaboration in developing supportive housing. It provides an overview of supportive housing and discusses convening interested players, what the consortium does, organizing the work, and keeping the consortium on track.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.

Order #: 8698

Authors: Proscio, T.

Title: Providing Services in Supportive Housing.

Source: New York, NY: Corporation for Supportive Housing, 2000. (Guide: 32 pages)

Abstract: This guide, part of a three part series, is designed to assist communities interested in developing supportive housing. The guide examines service provision in supportive housing. It provides an overview of supportive housing and discusses designing the core services, funding the services budget, and managing the services program.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.

Training Resources

-
- Order #: 8696**
- Authors:** Proscio, T., Houghton, T.
- Title:** **Landlord, Service Provider, and Employer: Hiring and Promoting Tenants at Lakefront SRO.**
- Source:** New York, NY: Corporation for Supportive Housing, 2000. (Report: 42 pages)
- Abstract:** This report provides a close look at Lakefront SRO's program of in-house tenant employment as a guide for other supportive housing programs that either hire their own tenants or might want to do so. The lessons of the document are also of potential interest to affordable housing programs whose tenants could become valuable employees given sufficient encouragement, training, and clear policies.
- Available From:** Publications, Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.
-
- Order #: 8095**
- Authors:** Rehabilitation and Support Services, Inc., the Cornell University Program on Employment and Disability.
- Title:** **Integrated Employment for Persons with Psychiatric Disabilities: A Rehabilitation and Recovery-Based Approach. Modules I and II.**
- Source:** Guilderland, NY: Rehabilitation Support Services, Inc., 1997 (Manual: 281 pages)
- Abstract:** The materials in this manual are intended to provide employment specialists, recipients of mental health services, educators, and program managers with the philosophical and values base and the practical tools needed to design and implement integrated employment services on behalf of persons with psychiatric disabilities. The authors have found that the treatment, rehabilitation and support needs, and the way society regards persons with psychiatric disabilities require a specific set of learnings not always available in generic integrated employment training approaches.
- Available From:** Rehabilitation and Support Services, Inc., 2113 Western Avenue, Suite 3, Guilderland, NY 12084, (888) 824-4004, www.rehab.org.
-
- Order #: 8214**
- Authors:** Reynolds, S.
- Title:** **Not a Solo Act: Creating Successful Partnerships to Develop and Operate Supportive Housing.**
- Source:** New York, NY: Corporation for Supportive Housing, 1997. (Report: 146 pages)
- Abstract:** Since the development and operation of supportive housing requires expertise in housing development, support service delivery and tenant-sensitive property management, nonprofit sponsors are rarely able to "go it alone." This how-to manual is a guide to creating successful collaborations between two or more organizations in order to effectively and efficiently fill these disparate roles. It provides worksheets and sample legal documents to help groups maximize their potential for success.
- Available From:** Publications, Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org.
-
- Order #: 8566**
- Authors:** Rittenhouse, T., Culter, S., Campbell, J.
- Title:** **Dressed-Down Research Terms: A Glossary for Non-Researchers.**
- Source:** St. Louis, MO: Missouri Institute of Mental Health, 1999. (Glossary: 24 pages)
- Abstract:** This glossary identifies terms commonly used in academic, technical, and/or clinical writing about mental health research and to define these terms in language that will be accessible to a broader audience, particularly including consumers/ex-patients/survivors who have not had specialized training in research (authors).
- Available From:** Missouri Institute of Mental Health, 5400 Arsenal Street, St. Louis, MO 63139, www.cstprogram.org/PCS&T/Research%20Glossary/Dressed_Down_Glossary.pdf

Training Resources

Order #: 11738

Authors: Saldana, D.

Title: Cultural Competency: A Practical Guide for Mental Health Service Providers.

Source: Austin, TX: The Hogg Foundation, 2002. (Guide: 23 pages)

Abstract: Cultural competency can be defined as a set of congruent behaviors, attitudes, and policies that come together in a system, agency, or among professionals that enable them to work effectively in cross-cultural situations. The cultural appropriateness of mental health services may be the most important factor in the accessibility of services by people of color. Developing culturally sensitive practices can help reduce barriers to effective treatment utilization. This guidebook provides recommendations on how providers can improve the delivery of mental health services to culturally diverse groups using appropriate assessments, translators and outreach.

Available From: Hogg Foundation for Mental Health, The University of Texas at Austin, P. O. Box 7998 , Austin, Texas 78713, (888) 404-4336, <http://hogg1.lac.utexas.edu/>.

Order #: 8848

Authors: Sard, B.

Title: Using TANF Funds for Housing-Related Benefits to Prevent Homelessness.

Source: Washington, DC: Center on Budget and Policy Priorities, 2001. (Report: 5 pages)

Abstract: Under the final regulations for the Temporary Assistance to Needy Families block grant program (TANF), states and counties may use federal TANF funds for short-term homelessness prevention measures without triggering the federal 60-month lifetime time limit. This brief report provides a guide on how states and counties may best utilize TANF funds for homelessness prevention. States and counties that are funding prevention programs in part with state maintenance-of-effort (MOE) funds may wish to replace these MOE funds with TANF funds, thereby freeing up MOE monies they can use to provide other benefits. TANF restrictions, like time limits, are triggered when states or counties provide housing-related benefits that are not short-term, unless the benefits are provided entirely with MOE funds that are accounted for separately from TANF funds.

Available From: Center on Budget and Policy Priorities, 820 1st Street, NE, #510, Washington, DC 20002, (202) 408-1080, www.cbpp.org/4-3-01TANF.htm

Order #: 1548

Authors: Scharer, L.K., Stuart, I., Lindsey, A., Pitaro, M., Zeeman, B., Hennessey, M., Pelofsky, B., Smithwick, G.

Title: Education and Training.

Source: In Brickner, P.W., Scharer, L.K., Conanan, B.A., Savarese, M., and Scanlan, B.C. (eds.), Under the Safety Net: The Health and Social Welfare of the Homeless in the United States. New York, NY: W.W. Norton & Company, 1990. (Book Chapter: 12 pages)

Abstract: According to the authors, traditional medical education's preferred teaching site is the inpatient facility, providing acute care. They contend that recent changes to teaching ambulatory care in clinic settings still does not ensure contact with homeless and poor persons. This chapter considers the current climate of medical and nursing education with respect to outreach and interdisciplinary care, notes the experiences of students placed at work sites, and provides examples of and guidelines for educational initiatives for health care professionals and patients (authors).

Training Resources

Order #: 10728

Authors: Shaheen, G., Williams, F., Dennis, D. (eds).

Title: **Work as a Priority: A Resource for Employing People Who Have a Serious Mental Illness and Who Are Homeless.**

Source: Rockville, MD: Center for Mental Health Services, Homeless Programs Branch, 2003. (Resource Guide: 78 pages)

Abstract: This guidebook is intended to provide a foundation, both conceptually and in practice, to increase employment among people who are homeless and have serious mental illness. Topics covered in the guidebook include: background information on what we know so far about employment for people who are homeless and have serious mental illnesses; an orientation to the principles of recovery; summaries of various employment models and approaches developed for people with psychiatric disabilities; personal, program, and system-level challenges to employment for people who are homeless with a serious mental illnesses; and examples from throughout the country of programs that have elevated work to a priority in their agencies as well as key factors to consider when developing employment services for people with serious mental illnesses who are homeless. An overview of employment-related services available through the state Vocational Rehabilitation system, and the implications of right to work legislation for employment of people with disabilities is also presented.

Available From: National Resource Center on Homelessness and Mental Illness, Policy Research Associates, Inc., 345 Delaware Avenue, Delmar, NY 12054, (800) 444-7415, www.nrchmi.samhsa.gov/pdfs/WorkPriority.pdf.

Order #: 8912

Authors: Shegos, E.H.,

Title: **Family Matters: A Guide to Developing Family Supportive Housing.**

Source: New York, NY: Corporation for Supportive Housing, 2001. (Guide: 346 pages)

Abstract: This manual is designed for service providers and housing developers who want to tackle the challenge of developing permanent supportive housing for chronically homeless families. This manual will provide information on the development process from project conception through construction and rent-up. It also discusses alternatives to new construction such as leased housing. It contains practical tools to guide decision making about housing models, picking partners, and service strategies.

Available From: Corporation for Supportive Housing, 50 Broadway, 17th Floor, New York, NY 10004, (212) 986-2966, www.csh.org

Order #: 7330

Authors: Silver, T.

Title: **In-Service Training of Consumer Staff Members in Mental Health and Vocational Services.**

Source: Psychiatric Rehabilitation Journal 21(3): 284-286, 1998. (Journal Article: 2 pages)

Abstract: This article presents an outline of an in-service training program to enhance the skills of consumer staff members who were providing mental health and vocational services. The consumer trainees participated in the design, presentation, and evaluation of the program so that topics were relevant to their concerns and addressed their needs. The participants indicated they found the training to be helpful, but complained that the presentations were too short for the material that was covered. The author concludes that the program was a cost-effective training method.

Training Resources

Order #: 13350

Authors: Social Security Administration.

Title: **2004 Red Book: A Summary Guide to Employment Support for Individuals With Disabilities Under the Social Security Disability Insurance and Supplemental Security Income Programs.**

Source: Baltimore, MD: Social Security Administration, 2004. (Guide: 67 pages)

Abstract: This booklet is intended to serve as a general reference source about the employment-related provisions of SSDI and SSI programs for educators, advocates, rehabilitation professionals, and counselors who serve people with disabilities. Many such individuals need a working knowledge of the technical provisions involved so that they can advise people with disabilities appropriately and recognize when to seek case-specific guidance from the Social Security Administration (SSA). One of the SSA's highest priorities is to help people with disabilities achieve independence by helping them to take advantage of employment opportunities. It is expected that many applicants and beneficiaries will use this booklet as a self-help guide to the employment-related provisions under SSA programs (authors).

Available From: Project ABLE, Social Security Administration, Room 107 Altmeyer Building, Baltimore, MD 21235, www.ssa.gov/work/ResourcesToolkit/redbook.pdf

Order #: 11474

Authors: Social Security Administration.

Title: **Social Security Representative Payment Program: Guide for Organizational Representative Payees.**

Source: Baltimore, MD: Social Security Administration, 2001. (Guide: 82 pages)

Abstract: The Social Security Administration (SSA) developed this handbook for use when serving as a representative payee. It provides guidance to assist in understanding the principles of the Representative Payment program. It is a how-to manual with specific instructions for serving as a representative payee. Within this framework, a representative payee system can be tailored to fit an organization's resources and the needs of its beneficiaries. Community representative payee programs play a vital role in serving SSA beneficiaries. They help to ensure that benefit payments are used for basic needs, which provide the beneficiary with a more stable environment. A caring representative payee can help motivate many beneficiaries to work toward more independent living and can improve their response to therapy, rehabilitation, and their family (authors).

Available From: Social Security Administration, Office of Public Inquiries, Windsor Park Building, 6401 Security Boulevard, Baltimore, MD 21235, (800) 772-1213, www.ssa.gov/pubs/10024.html.

Order #: 11475

Authors: Social Security Administration.

Title: **Social Security: A Guide For Representative Payees.**

Source: Baltimore, MD: Social Security Administration, 2001. (Guide: 18 pages)

Abstract: This booklet is for people who have volunteered to be a representative payee for someone who receives Social Security benefits and needs help managing his or her money. When people need help managing their benefits, Social Security--after a careful investigation--appoints a relative, friend or other interested party to serve as the beneficiary's representative payee. This means the person's benefits are then paid to the payee on the beneficiary's behalf. More than six million people who get monthly Social Security or Supplemental Security Income (SSI) benefits need this kind of help (authors).

Available From: Social Security Administration, Office of Public Inquiries, Windsor Park Building, 6401 Security Boulevard, Baltimore, MD 21235, (800) 772-1213, www.ssa.gov/pubs/10024.html.

Training Resources

-
- Authors:** Social Security Administration. **Order #: 11307**
- Title:** **Social Security: A Guide to SSI for Groups and Organizations.**
- Source:** Baltimore, MD: Social Security Administration, 2002. (Guide: 33 pages)
- Abstract:** This booklet describes the SSI program in detail. SSI is a federal program that provides monthly payments to people who are age 65 or older or are blind or have a disability and who have little or no resources and income. This booklet is designed to assist institutions, groups and organizations that have contact with potential or current SSI recipients (authors).
- Available From:** Social Security Administration, Office of Public Inquiries, Windsor Park Building, 6401 Security Boulevard, Baltimore, MD 21235, (800) 772-1213, www.ssa.gov/pubs/11015.html#part1.
-
- Authors:** Stark, D.R. **Order #: 10989**
- Title:** **Collaboration Basics: A Companion Guide**
- Source:** Washington, DC: Georgetown University Child Development Center, 1999. (Report: 62 pages)
- Abstract:** This companion guide represents the dedication of six pilot sites and three national organizations to promoting stronger partnerships among families, child welfare, and children's mental health. The guide provides information about each pilot site so that other communities can learn from their experiences and use applicable information in their own collaborative efforts (author).
- Available From:** Georgetown University Child Development Center, 3307 M Street NW, Suite 401, Washington DC 20007, <http://gucchd.georgetown.edu/>
-
- Authors:** Stefl, M. (ed.). **Order #: 289**
- Title:** **Helping Mentally Ill Homeless People: A Manual for Shelter Workers.**
- Source:** Washington, DC: American Public Health Association, 1989. (Manual: 52 pages)
- Abstract:** This manual offers practical suggestions for assisting and reaching homeless persons with mental illnesses in the shelter system. It is intended for use by shelter workers on the firing line, those who have daily or regular contact with homeless people with mental illnesses in shelters or in outreach activities. Volunteer workers, whose contact with homeless people with mental illnesses is more limited, may also find this manual useful in better understanding the problems associated with homelessness and mental illness (author).
- Available From:** American Public Health Association, 800 I Street, NW, Washington, DC 20001, (202) 777-2742, www.apha.org. (COST: \$7.00)

Training Resources

-
- Order #: 1688**
- Authors:** Stefl, M., Bennett, G., Jacobs, M.L., Kipke, M.D., Milburn, N., Murray, P., Rog, D., Shane, P., Schretzman, M., Zimmer, R.
- Title:** **Helping Homeless People with Alcohol and Other Drug Problems: A Guide for Service Providers.**
- Source:** Rockville, MD: National Institute on Alcohol Abuse and Alcoholism, 1992. (Report: 50 pages)
- Abstract:** This manual is written for staff and volunteers who work with homeless people on a daily basis in shelters, soup kitchens, food programs, health clinics, and emergency service programs. It provides some basic information about homeless people with alcohol and other drug problems in order to promote a better understanding of the total service needs of these individuals. Chapter 1 provides a detailed description of problem drinking and drug use among homeless people. Chapter 2 deals with the shelter environment. Chapter 3 focuses on the special needs of certain types of homeless people (single women, families, youth, and individuals who have a mental illness). Chapter 4 includes a series of case studies of typical situations that might be encountered by shelter workers. Chapter 5 discusses the need for establishing working relationships with organizations that are involved in the treatment and recovery of individuals with alcohol and other drug problems. A list of national resource organizations is appended (authors).
- Available From:** National Clearinghouse for Alcohol and Drug Information, P.O. Box 2345, Rockville, MD 20852, (800) 729-6686, <http://ncadi.samhsa.gov/>. (DHHS Publication No. (ADM)92-1921).
-
- Order #: 7935**
- Authors:** Stein, L.I., Santos, A.B.
- Title:** **Assertive Community Treatment of Persons with Severe Mental Illness.**
- Source:** New York, NY: W.W. Norton & Company, Inc., 1998. (Book: 274 pages)
- Abstract:** The aim of this book is to inform all individuals interested in the treatment of this population, including mental health professionals, educators, and clients and their families and friends, as well as other members of the community, about the advantages of the Assertive Community Treatment (ACT) program. It also serves as a manual for those who wish to effectively launch and sustain a program in their own communities. The book first gives a historical perspective on the management of persons with severe mental illness and places the ACT model within that context. It then explains the model's conceptual framework and development, details its day-to-day workings, and describes how its multidisciplinary team work with one another, make group decisions, and share their expertise through cross-training. A number of forms used to assess new client and develop treatment plans are included in the appendix.
- Available From:** W.W. Norton & Company, 500 Fifth Avenue, New York, N.Y. 10110, (212) 354-5500, www.wwnorton.com. (COST: \$27.00)
-
- Order #: 11391**
- Authors:** Sullivan-Soydan, A.P.
- Title:** **Frequently Asked Questions by Educators About Students with Psychiatric Disabilities: Tips and Resources on the Rehabilitation Act, ADA, Academic Adjustments, and Support.**
- Source:** Boston, MA: Center for Psychiatric Rehabilitation, 1997. (Brochure: 13 pages)
- Abstract:** As educators, it is important to understand the critical issues involved in providing academic adjustments for students with psychiatric disabilities. Many educators and administrators have serious questions about serving students with psychiatric disabilities on campus, as more and more of these students resume their pursuit of their educational goals. This booklet is an attempt to answer some of those questions and direct educators to relevant resources. Learn what researchers, service providers, and educators at the Center for Psychiatric Rehabilitation at Boston University have learned about providing academic adjustments for people with psychiatric disabilities in school settings (authors).
- Available From:** Center for Psychiatric Rehabilitation, 940 Commonwealth Avenue West, Boston, MA 02215, (617) 353-3549, www.bu.edu/cpr/catalog/order-info.html.

Training Resources

Order #: 1486

Authors: Talbott, J.A.

Title: Training Mental Health Professionals to Treat the Chronically Mentally Ill.

Source: In Lamb, H.R., Bachrach, L.L., Kass, F.I. (eds.), Treating the Homeless Mentally Ill. Washington, DC: American Psychiatric Association, 1992. (Book Chapter: 15 pages)

Abstract: Given the striking interest in the public policy and service delivery issues relating to the care and treatment of the chronically mentally ill, it is surprising that there has been so little interest in the education and training of professionals who are expected to treat them. Interestingly, it seems that the literature gives more attention to training physicians to deal with the chronically mentally ill than it does to training other mental health professionals who work with the same population. In this chapter the author summarizes the recent thinking and writing regarding training and educational programs geared to those who care for the chronically mentally ill. He reviews what is known about who provides the bulk of care for this population; the curriculum content, experiential exposure, and attitudinal factors that constitute ideal educational programs; techniques for actually training persons to work with the chronically mentally ill; and the problem areas encountered in training, such as burnout and countertransference (author).

Order #: 8474

Authors: Technical Assistance Collaborative, Inc.

Title: Piecing it All Together in Your Community: Playing the Housing Game.

Source: Boston, MA: Technical Assistance Collaborative, Inc., 1999. (Guide: 59 pages)

Abstract: This guide provides useful information to help the disability community understand the Department of Housing and Urban Development's (HUD) Consolidated Plan (ConPlan) and learn how to best advocate for safe, affordable, and decent housing. The guide describes the ConPlan, outlines what is included in a ConPlan, describes HUD's other strategic plans, such as the Continuum of Care and the Public Housing Agency Plan, and how they relate to the ConPlan, suggest how the disability community can become involved, and offers strategies that work.

Available From: Technical Assistance Collaborative, 535 Boylston Street, Suite 1301, Boston, MA 02108, (617) 226-5657, www.tacinc.org.

Order #: 8301

Authors: Technical Assistance Collaborative, Inc.

Title: Seizing the Moment: Using HUD's Consolidated Plan to Identify Affordable Housing Opportunities for Homeless People with Serious Mental Illnesses.

Source: Boston, MA: Technical Assistance Collaborative, Inc., 1999. (Guide: 100 pages)

Abstract: The information and approaches detailed in this guidebook are designed to help the mental health and homeless communities participate in the Consolidated Plan process, a long-term housing plan that the U.S. Department of Housing and Urban Development uses to determine access to federal housing funding. The guide was written for anyone who wants to learn effective ways to influence housing decisions at the state and local levels, particularly those that impact people who are homeless or at immediate risk of homelessness and have serious mental illness.

Available From: National Resource Center on Homelessness and Mental Illness, Policy Research Associates, Inc., 345 Delaware Avenue, Delmar, NY 12054, (800) 444-7415, www.nrchmi.samhsa.gov.

Training Resources

		Order #: 8802
Authors:	Technical Assistance Collaborative, Inc., Advocates for Human Potential.	
Title:	How To Be a "Player" in the Continuum of Care: Tools for the Mental Health Community.	
Source:	Boston, MA: Technical Assistance Collaborative, Inc., 2001. (Guide: 60 pages)	
Abstract:	This guidebook is designed to provide the disability community with the necessary tools to be active participants in the Continuum of Care process in their community or state. Through participation in the Continuum of Care process, the disability community can expand and improve housing and supports for people who are homeless and have serious mental illnesses. This book covers a Continuum of Care overview; U.S. Department of Housing and Urban Development's resources and applications; the Continuum of Care framework; and the planning process.	
Available From:	Technical Assistance Collaborative, Inc., 535 Boylston Street, Suite 1301, Boston, MA 02116, (617) 266-5657, www.tacinc.org/cms/admin/cms/_uploads/docs/ContinuumofCareGuide.pdf .	
		Order #: 13068
Authors:	Technical Assistance Collaborative.	
Title:	Federal Housing Resource Guide.	
Source:	Boston, MA: Technical Assistance Collaborative, 2001. (Guide: 15 pages)	
Abstract:	This document provides a brief synopsis of the common federal housing resources that are currently available and can be used to expand the supply of affordable housing for people with disabilities and very low incomes. The guide includes federal housing programs and federally subsidized housing programs. Reference charts are provided detailing what activities the various programs provide.	
Available From:	Technical Assistance Collaborative, 535 Boylston Street, Suite 1301, Boston, MA 02108, (617) 226-5657, www.c-c-d.org/FHRG.pdf	
		Order #: 8702
Authors:	Tull, T. (ed.).	
Title:	Service-Enriched Housing: Models and Methodologies.	
Source:	Los Angeles, CA: Beyond Shelter, Inc., 1998. (Manual: 215 pages)	
Abstract:	This manual provides a guide to the provision of services in rental housing in general, with special focus on formerly homeless populations. It includes descriptions of housing models, collaborations, management roles, resident empowerment, neighborhood resources, and funding options. The report is designed for housing developers, management companies, property owners, and social services agencies.	
Available From:	Beyond Shelter, 520 South Virgil Avenue, Los Angeles, CA 90020, (213) 252-0772, www.beyondshelter.org . (COST: \$25.00)	

Training Resources

Order #: 8311

Authors: United States Department of Health and Human Services and United States Department of Housing and Urban Development.

Title: **Community Team Training on Homelessness: Team Coordinator and Facilitator Manual.**

Source: Washington, DC: U.S. Department of Health and Human Services and U.S. Department of Housing and Urban Development, 1999. (Manual: 30 pages)

Abstract: This manual is designed to help coordinators and facilitators assist their team to formulate a plan for integrating housing, treatment, and supportive services for homeless people in the community who have multiple diagnoses. It is also intended to help initiate and sustain the type of teamwork needed to create a plan and implement it. The manual identifies separate roles for a team coordinator and facilitator and provides material for both these roles. The manual is a companion to Community Team Training on Homelessness (CTTH): The Team Members' Manual. This manual is akin to a "teacher's guide," as it contains suggestions for how to best assist those working with the full text.

Available From: Community Connections, P.O. Box 7189, Gaithersburg, MD 20898-7189, (800) 998-9999, www.comcon.org, www.nrchmi.samhsa.gov/pdfs/manuals/Facilitators_Manual.pdf

Order #: 8312

Authors: United States Department of Health and Human Services and United States Department of Housing and Urban Development.

Title: **Community Team Training on Homelessness: Team Members' Manual.**

Source: Washington, DC: U.S. Department of Health and Human Services and U.S. Department of Housing and Urban Development, 1999. (Manual: 90 pages)

Abstract: This manual is intended to be a tool for communities to better serve homeless people with multiple diagnoses in their communities. It outlines strategies for building a cohesive team of community leaders, and provides structure for formulating a plan to integrate housing, treatment, and supportive services for the target population. Success lies in the hard work of team members and their commitment to taking action; this manual serves to assist teams in their action-planning processes. The Community Team Training on Homelessness uses a community-planning model to address the needs of homeless persons with multiple diagnoses. It is designed to enhance each community's efforts to create, promote, and coordinate effective services that focus on supportive housing and a continuum of care for multiply diagnosed homeless persons.

Available From: Community Connections, P.O. Box 7189, Gaithersburg, MD 20898-7189, (800) 998-9999, www.comcon.org.

Order #: 8435

Authors: United States Department of Health and Human Services.

Title: **Community Team Training on Homelessness.**

Source: Washington, DC: U.S. Department of Health and Human Services and U.S. Department of Housing and Urban Development, 2000. (Brochure: 1 page)

Abstract: This brochure provides an overview of on Community Team Training on Homelessness (CTTH), a model of community planning that is designed to assist multidisciplinary teams to better serve homeless persons with multiple diagnoses in their communities. The brochure describe CTTH materials and what they will provide to teams. Suggestions are also provided on who should participate in CTTH and how a community can become involved in CTTH.

Training Resources

Order #: 8425

Authors: United States Department of Health and Human Services.

Title: **Community Team Training on Homelessness: Responding to a Population with Multiple Problems.**

Source: Washington DC: U.S. Department of Health and Human Services, 2000. (Videotape: 20 minutes)

Abstract: This video is intended to be a useful tool for communities to better serve homeless people with multiple diagnoses in their communities. The Community Team Training on Homelessness (CTTH) uses a community-planning model to address the needs of homeless persons with multiple diagnoses. It is designed to enhance each community's efforts to create, promote, and coordinate effective services that focus on supportive housing and a continuum of care for multiply diagnosed homeless persons. It discusses the Community Team Planning Model: provide information and structure, create teams to develop ideas, and establish a learning community to adopt new ideas and programs for a continuum of care. It also discusses the CTTH Cycle of Success: team composition, computability, shared leadership, retreat, action plan, role clarity, and persistence. Two manuals are also available on CTTH.

Available From: Community Connections, P.O. Box 7189, Gaithersburg, MD 20898-7189, (800) 998-9999, www.comcon.org.

Order #: 6933

Authors: United States Department of Housing and Urban Development, Office of Community Planning and Development.

Title: **Understanding the Section 8 Moderate Rehabilitation Single Room Occupancy Program.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 1997. (Guide: 13 pages)

Abstract: This guide to HUD's Section 8 Moderate SRO Program highlights key aspects by providing an overview of the program itself and covering topics such as: eligible participants, other eligibility requirements, resident occupancy requirements, calculating the rental assistance award amount, determining the SRO rental payment, the application process, and SRO project development.

Available From: Community Connections, P.O. Box 7189 Gaithersburg, MD 20898-7189, (800) 998-9999, www.comcon.org.

Order #: 6935

Authors: United States Department of Housing and Urban Development, Office of Community Planning and Development.

Title: **Understanding the Supportive Housing Program.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 1997. (Guide: 15 pages)

Abstract: This guide to HUD's Supportive Housing Program highlights key aspects of the program by providing an overview of the program itself and discussing funding limitations, the application process, and implementing the proposed project.

Available From: Community Connections, P.O. Box 7189, Gaithersburg, MD 20898-7189, (800) 998-9999, www.comcon.org.

Training Resources

Order #: 11363

Authors: United States Department of Housing and Urban Development.

Title: **A Safe Place: Creating Safe Havens Training Video.**

Source: Washington, DC : U.S. Department of Housing and Urban Development, undated. (Videotape: 45 minutes)

Abstract: This video begins with the question: "How do we reach people living on the streets? Those who are hardest to reach, those who are both homeless and mentally ill, often made worse by substance abuse?" Safe Havens serve as refuges for people who are homeless with severe mental illness who have been unable to access or participate in traditional housing or supportive services. Safe Havens provide for basic needs such as food, showers, clothing, and shelter. They give people who are homeless a chance to adjust to life off the streets and to transition to permanent housing. Residents and staff are interviewed and facilities are toured in three cities: Project H.O.M.E. in Philadelphia, Pennsylvania; Harbor House in Seattle, Washington; and Pathfinder in Lowell, Massachusetts.

Available From: U.S. Department of Housing and Urban Development, 451 7th Street, SW, Washington, DC 20410, (202) 708-1112, www.hud.org

Order #: 10841

Authors: United States Department of Housing and Urban Development.

Title: **Guide to Continuum of Care Planning and Implementation.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 1999. (Guide: 50 pages)

Abstract: This publication provides an overview of HUD's Continuum of Care. The Continuum of Care is a community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness (authors).

Available From: U.S. Department of Housing and Urban Development, 451 7th Street S.W., Washington, DC 20410, (202) 708-1112, www.hud.gov.

Order #: 12431

Authors: United States Department of Housing and Urban Development.

Title: **The Supportive Housing Training Series.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 2003. (Curriculum: 445 pages)

Abstract: The Supportive Housing Training Series currently includes eleven curricula providing best practices and guidance on supportive housing development, operation and services. Each curriculum provides a one-day training for enriching the skills of supportive housing developers and providers. This training series is for anyone who wants to improve his or her skills in supportive housing development, operation and services. These trainings address a wide array of issues, from housing financing and property management to program development and tenant/staff relationships. The series includes trainings that will introduce new staff to the issues they will encounter in supportive housing, as well as trainings aimed at a more experienced audience. This series is designed to be easily accessible to trainers with some experience in the subject material. Each of the units in this series includes a Trainer's Curriculum with guidance for delivering the workshop, and a set of Participant Materials with activities, discussion questions and additional resources (authors).

Available From: U.S. Department of Housing and Urban Development, 451 7th Street, SW, Washington, DC 20410, (202) 708-1112, www.hud.gov.

Training Resources

Order #: 13224

Authors: United States Department of Housing and Urban Development.

Title: **Toolkit for Faith-Based and Community Organizations.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 2003. (Toolkit: 2 pages)

Abstract: This toolkit, available online only with versions individually tailored to each state, provides information about local funding sources and ideas for improving and strengthening services in local communities. Information is broken down into: getting started; funding; contacts; HUD resources; and other resources. It includes information on: becoming a non-profit organization; becoming approved for single family housing; frequently asked questions; funding sources; HUD funding for local communities; other state and local funding sources; private funding sources; HUD contacts; state contacts; local contacts; helpful facts, reports, articles, and guides; and HUD acronyms.

Available From: U.S. Department of Housing and Urban Development, 451 7th Street SW, Washington, DC 20410, (202) 708-1112, www.hud.gov/offices/fbci/tkmatch.cfm and www.hud.gov/offices/fbci/localinfo.cfm

Order #: 6936

Authors: United States Department of Housing and Urban Development.

Title: **Understanding the Shelter Plus Care Program.**

Source: Washington, DC: U.S. Department of Housing and Urban Development, 1997. (Guide: 19 pages)

Abstract: This guide to HUD's Shelter Plus Care Program highlights key aspects of the program by providing an overview of the program itself and by covering related topics such as: eligible participants, supportive services match, eligible structures, relocation and property acquisition, resident occupancy policies, calculating the grant amount, determining the Shelter Plus Care subsidy, and a comparison of the SRO component of Shelter Plus Care and the original Section 8 SRO program.

Available From: U.S. Department of Housing and Urban Development, 451 7th Street SW, Washington, DC 20410, (202) 708-1112, www.hud.gov.

Order #: 8870

Authors: United States Department of Labor.

Title: **Employment and Training for America's Homeless: Best Practices Guide.**

Source: Washington, DC: U.S. Department of Labor, 1997. (Guide: 58 pages)

Abstract: This is a guide for employment and training agencies based on findings of the Job Training for the Homeless Demonstration Program. Much of the material presented is of interest to a wide variety of public and private organizations providing services to families and people who are homeless. The major objectives of this guide are to enhance agencies' knowledge about people who are homeless; to provide guidance on the types of people who are homeless and most (and least) likely to benefit from employment and training services; to identify the full range of services likely to be needed by people who are homeless to be successful in completing training and securing and retaining employment, and how these services can be provided directly by employment and training agencies or arranged through linkages with public or private service providers; to identify the specific planning and implementation steps needed by employment and training agencies to establish as effective service delivery system for recruiting and serving people who are homeless; and to provide examples of successful strategies used by employment and training agencies, and homeless-serving agencies, in assisting people who are homeless to reenter the workforce.

Available From: U.S. Department of Labor, Frances Perkins Building, 200 Constitution Avenue, NW, Washington, DC 20210, (877) US-2JOBS, www.doleta.gov/wtw.

Training Resources

-
- Authors:** United States Interagency Council on Homelessness.
- Title:** **Developing a State Interagency Council on Homelessness: A Step by Step Guide.**
- Source:** Washington, DC: U.S. Interagency Council on Homelessness, 2003. (Report: 21 pages)
- Abstract:** In this guide, the authors discuss why a state council makes sense, how to establish a state council and the functions and activities of this council. Membership, characteristics, and benefits of a successful council are also discussed (authors).
- Available From:** U.S. Interagency Council on Homelessness, 451 Seventh Street, SW, Suite 2200, Washington, DC 20410, (202) 708-4663, www.ich.gov.
-
- Order #: 12981**
- Authors:** United Way of America
- Title:** **Measuring Program Outcomes Training Kit**
- Source:** Alexandria, VA: United Way of America, 1996. (Toolkit: 9 modules)
- Abstract:** This complete resource for delivering hands-on training is based on the manual, Measuring Program Outcomes: A Practical Approach. Nine modules correspond to the chapters in the manual. Includes presentation notes, activity instructions, transparency and worksheet originals, and a 23-minutes video introducing key concepts and definitions.
- Available From:** United Way of America, 701 North Fairfax Street, Alexandria, VA 22314, (703) 836-7112, www.unitedway.org.
-
- Order #: 7165**
- Authors:** Vamuakas, A., Rowe, M.
- Title:** **Mental Health Training in Emergency Homeless Shelters.**
- Source:** Community Mental Health Journal 37(3): 287-295, 2001. (Journal Article: 9 pages)
- Abstract:** The prevalence of mental illness among homeless persons points to the importance of providing mental health training to emergency shelter staff. The authors report on their own work and argue that such training offers the potential to significantly improve shelter staff's ability to respond to the needs of shelter residents with mental illness, and to the behavioral problems some of these individuals may pose for shelter operation. Mental health care providers should take into consideration organizational dynamics when planning and implementing such training.
-
- Order #: 10282**
- Authors:** Van Tosh, L.
- Title:** **Project ACT NOW: Curriculum and Overview.**
- Source:** Philadelphia, PA: Project OATS, 1989. (Curriculum: 5 pages)
- Abstract:** Included is information on ACT NOW, a mental health/homeless consumer training and employment project that successfully placed trainees as staff in programs serving mentally ill and/or homeless persons. Training included classes, internships, on-site job orientation, and support through on-going self-help groups. A brief program overview and a training schedule are available.
- Available From:** Project OATS, 311 S. Juniper Street, Room 902, Philadelphia, PA, 19107, (215) 735-2465.
-
- Order #: 678**

Training Resources

-
- Order #: 677**
- Authors:** Van Tosh, L.
- Title:** **The Training and Employment Project: Overview, Curriculum, and Summary Report.**
- Source:** Philadelphia, PA: Project OATS, 1989. (Program Description: 15 pages)
- Abstract:** Information is provided on a successful demonstration effort using self-help approaches to train persons who are mentally ill, homeless, or both to work in social service and advocacy agencies that serve mentally ill and/or homeless persons. The Final Summary Report included among the materials provides information on the program design and client outcomes and findings from questionnaires administered to employers and program participants. Also included is a schedule of classroom training.
- Available From:** Project OATS, 311 South Juniper Street, Room 902, Philadelphia, PA, 19107, (215) 735-2465.
-
- Order #: 12813**
- Authors:** Veterans Affairs.
- Title:** **VA National Summit on Homelessness Among Veterans Source Book.**
- Source:** Washington, DC: VA National Summit on Homelessness Among Veterans, 1994. (Resource Guide: 191 pages)
- Abstract:** This guide was created for the first National Summit on Homelessness Among Veterans, held at the Sheraton Washington Hotel, in Washington, DC on February 24th and 25th 1994. This guide offers a wealth of useful information and insight from a diverse range of experts and practitioners, as well as develops explicit goals and strategies for the future. The National Summit, along with this source book were created in an effort to raise awareness and understanding of the national tragedy of homelessness among veterans; bring together as many persons and organizations as possible to share information, support new initiatives, form new partnerships, and develop new strategies for helping homeless veterans escape homelessness; identify available and potential resources to support new and existing programs and initiatives to help homeless veterans; and to set the stage for dramatic new progress to end homelessness among veterans as part of the national effort to end all homelessness (authors).
- Available From:** U.S. Department of Veterans Affairs, 810 Vermont Ave. NW, Washington, DC 20420 (202) 273-5700, www.va.gov.
-
- Order #: 948**
- Authors:** Voell, J.M.
- Title:** **Background Information with Policy Recommendations: The Homeless Mentally Ill, Training Issues.**
- Source:** Silver Spring, MD: American Psychiatric Association Task Force on the Homeless, 1990. (Report: 25 pages)
- Abstract:** The author provides a historical overview of the community mental health movement and community psychiatry. He discusses recruitment and training issues as they relate to providing psychiatrists with the skills required to work effectively with homeless mentally ill people. The report highlights innovative models of training and service delivery focused on mentally ill and homeless individuals, including pro-bono projects in New York City and Colorado.
- Available From:** American Psychiatric Association, 1000 Wilson Boulevard, Arlington, Va. 22209-3901, (202) 682-6046, www.psych.org.

Training Resources

Order #: 11209

Authors: Weiden, P., Scheifler, P., Diamond, R., Ross, R.

Title: Breakthroughs in Antipsychotic Medications: A Guide for Consumers, Families, and Clinicians.

Source: New York, NY: W.W. Norton and Company, 1999. (Book: 207 pages)

Abstract: This book helps consumers and their families weigh the pros and cons of switching medications. For people with schizophrenia and other psychotic disorders, antipsychotic medications are the key to recovery. During the last decade, new kinds of antipsychotics have become available, which have several advantages over the older medications and are transforming the lives of many people. With clear, simple language, this book answers frequently asked questions about antipsychotic medications and guides readers through the process of switching. Clinicians will appreciate the technical section, which includes fact sheets on the new medications and their side effects and discusses many pertinent switching issues. A clear and authoritative map for the road to recovery, this book is a valuable resource for consumers, families, and children.

Available From: W.W. Norton and Company, 500 Fifth Avenue, New York, NY 10110, (212) 354-5500, www.wwnorton.com.

Order #: 13007

Authors: White, A.

Title: Understanding the Impact of Homelessness.

Source: New York, NY: Center for Urban Community Services, 2003. (Presentation: 7 pages)

Abstract: The profound and far reaching impact of the homeless experience can not be underestimated if supportive housing providers are to fully appreciate the service needs of the people they house. These handouts outline some common reactions to being without a home and implications for service providers. Also included are areas of assessment for housing, housing preference questions for residents, housing skills and supports checklist, characteristics of the housing negotiation process, tasks related to accessing housing, and adjustments in the move to permanent housing (author).

Available From: Center for Urban Community Services, 120 Wall Street, 25th Floor, New York, NY 10005, (212) 801-3300, www.cucs.org

Order #: 13342

Authors: Wilkerson, J.L.

Title: The Essence of Being Real: Relational Peer Support for Men and Women Who Have Experienced Trauma.

Source: Towson, MD: Sidran Institute, 2002. (Manual: 55 pages)

Abstract: This manual teaches how to create a safe group environment for trauma survivors to test out what it is like to establish trust with others, experience safety, and make meaningful, healthy connections. This manual offers trauma survivors the inspiration and education to make a powerful difference in their communities through peer support. This new framework for peer support relies heavily on the power of hope and the belief that every trauma survivor has an opportunity to rise above merely surviving. Being Real is a present-focused and connection-based philosophy that is compatible with other mutual support protocols. Readers will develop a deeper understanding of the effects of trauma, particularly within the context of relationship to self and others, in order to create long-lasting and meaningful change (author).

Available From: Sidran Institute, 200 East Joppa Road, Suite 207, Towson, MD 21286, (410) 825-8888, sidran@sidran.org, www.sidran.org/catalog/sige.html, (COST: \$14.95).

Training Resources

Order #: 2651

Authors: Witheridge, T.F.

Title: **The Assertive Community Treatment Worker: An Emerging Role and its Implications for Professional Training.**

Source: Hospital and Community Psychiatry 40(6): 620-624, 1989. (Journal Article: 5 pages)

Abstract: In 1978 the Assertive Community Treatment (ACT) model was adapted to an inner-city mental health system by the Thresholds Bridge Program in Chicago. Although that program is eclectic in origin, it owes particularly heavy debts to the Madison Program for Assertive Community Treatment model (PACT) and to the psychosocial rehabilitation methods employed at the Thresholds Bridge program parent agency, Thresholds. This article clarifies the role of the assertive community treatment worker, using the Thresholds Bridge Program as a case study. The first section describes the activities conducted by members of the core services team at each of several inner-city locations. The second section identifies some of the implications of that work for professional training programs in the major mental health disciplines (author).